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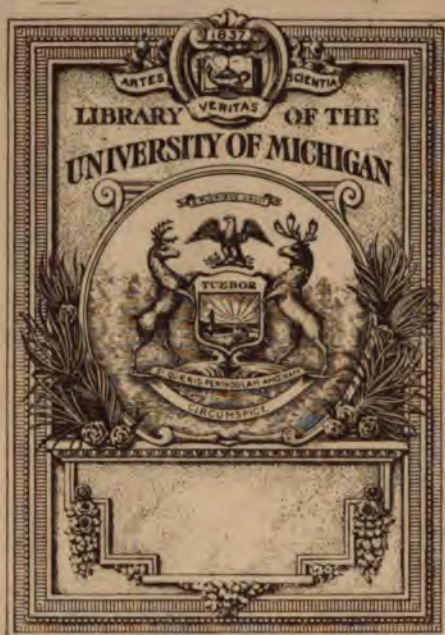
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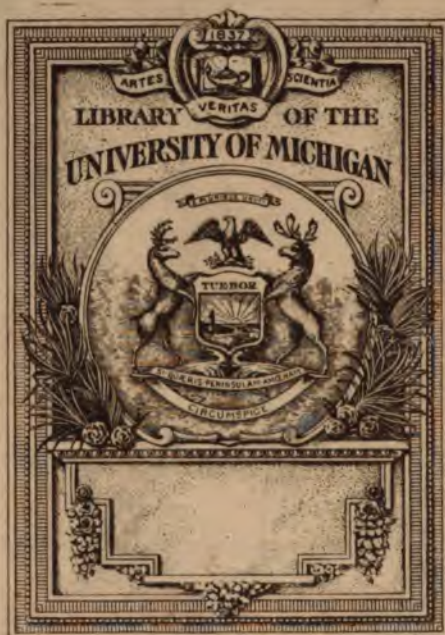
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THE GIFT OF  
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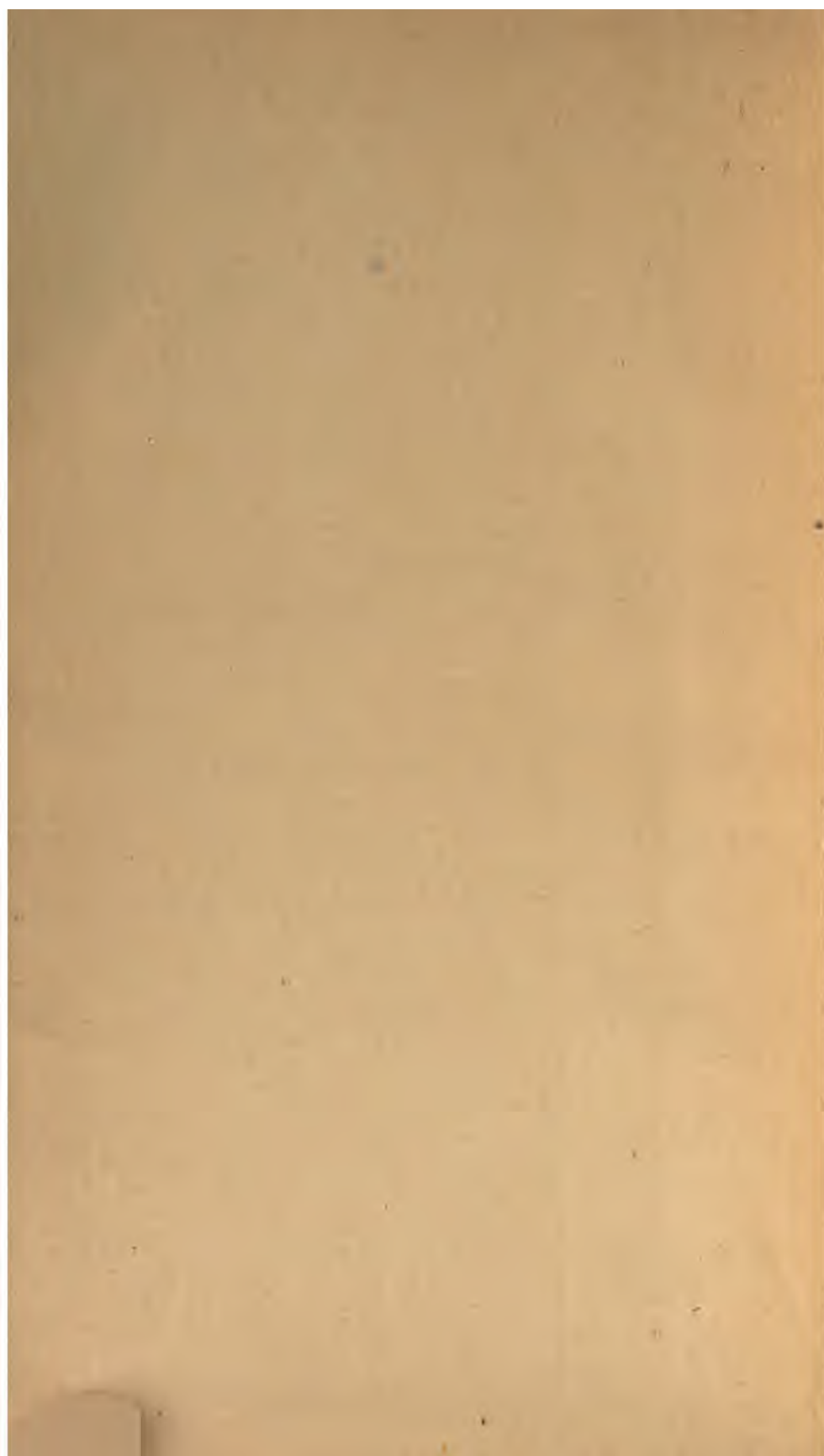
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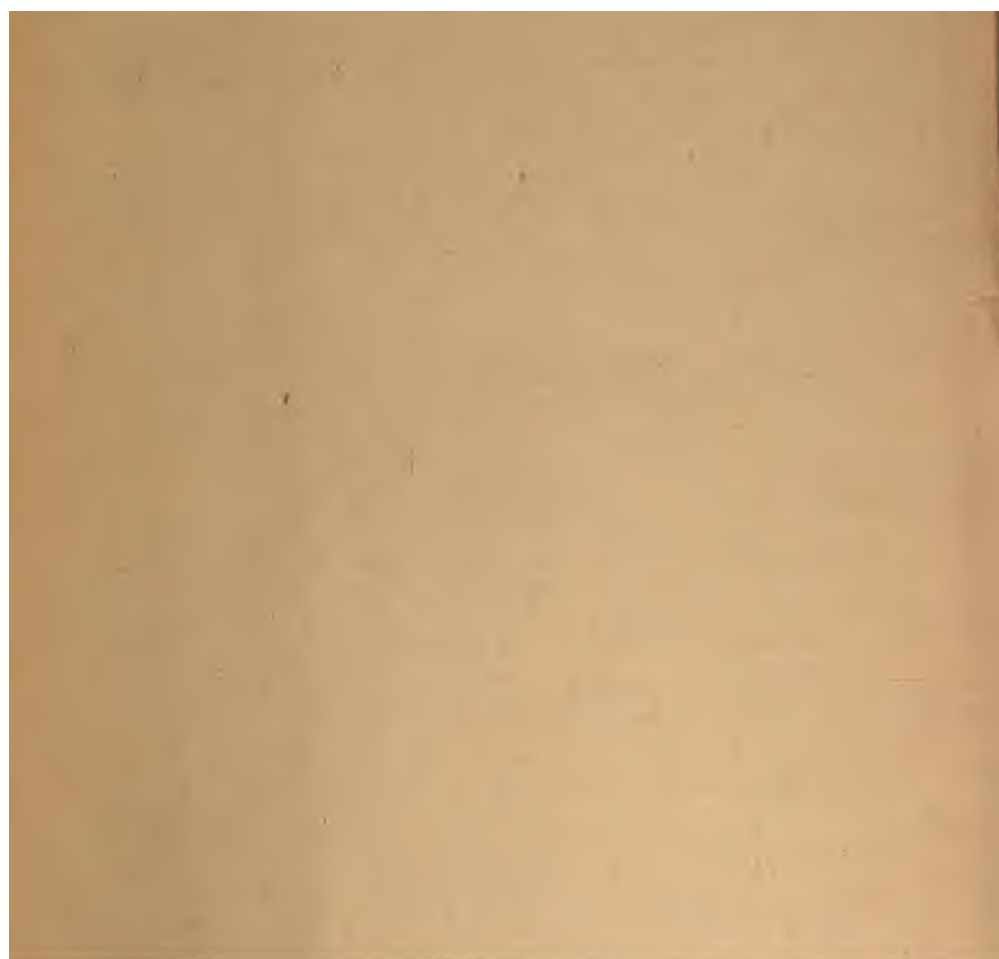
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only the distinction  
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ery true heart offers

usand nine hundred  
and forty-third.

**WILSON.**





U.S. President, 1913-1921  
= (Wilson)

WAR INFORMATION SERIES

No. 1



June, 1917

THE WAR MESSAGE  
*and* FACTS BEHIND IT



ANNOTATED TEXT OF  
PRESIDENT WILSON'S  
MESSAGE, APRIL 2, 1917



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## FOREWORD.

THE "War Message" of President Wilson, delivered before Congress on April 2d, 1917, voices the best ideals and aspirations of the American people. It sets forth in language of dignity and moderation, but with unmistakable indignation and emphasis, the grievous wrongs which have made the United States take up arms against Germany. It makes very plain, even to the hitherto unconvinced, why at the present general crisis it is the duty of all good Americans to enter this war, "that the world may be made safe for democracy."

In other words, Mr. Wilson's message is the best possible preparation for all loyal Americans who are studying the causes and justification for the present war, and who are trying to discover the proper mental attitude they themselves should take toward the personal part which they may be called to play in the struggle.

Nevertheless, although the President was speaking in general to all good Americans, he was addressing, for the moment, Congress in particular. Now men at Washington, devoting all their time to public affairs, and most of them favored by long residence there and by special opportunities for information, did not need to be told of the many things which were not so obvious to even very intelligent citizens at home—at least unless the latter were willing to spend considerable time in various forms of investigation. Consequently Mr. Wilson speaks of a good many matters that need amplifying details if they are to be entirely clear, and he draws a number of inferences, very sound indeed, but again sometimes not self-explanatory to busy men and women. Also, here and there, he contrasts the American and Prussian political philosophy and methods of doing things in a way that would become even more convincing if he had been allowed time to enter into specific details. Solemn official promises made only to be broken, conspiracies to burn and blow up American industries, to hamper our manufactures and cripple our Government by strikes and riots, spies in every center of political and industrial activity, plans made on American soil and financed by German funds to dynamite canals, bridges, and munition factories in Canada, invitations to Mexico in times of peace to join with Germany in dismembering our Union, have led people and President alike to see submarine warfare as but a more flagrant expression of a German state policy running amuck in absolute disregard of every sense of national and international morals and decency and callous to the claims of common humanity.

A military autocracy astride the ruins of Europe and dominant on the seas by virtue of an arm that both serves and reveals its ambitions and irresponsibility has forced America to accept its challenge. A new Monroe Doctrine must be defended on the pathways of the seas and in the fields of Flanders if the Western World is to be preserved as the citadel of a free-developing, forward-looking democracy.

This annotated copy of the President's message has been prepared in the hope that it may make clearer the spirit and the facts back of a decision so momentous.

Many of the facts are very familiar to most Americans, but the effort has been to bring together in one place the chief lines of evidence which made Mr. Wilson say that he felt it his duty to urge Congress to declare that "the recent course of the German Government to be in fact nothing less than war against the United States." Very many of the documents quoted in these notes have the highest official validity, and almost none of the facts mentioned are capable of dispute by any fair-minded person.

Taken all in all, these facts, supporting the message, and many more that of course could be added, constitute something like "the case for America against Germany," and Americans after examining this case may rest well assured that their cause will be justified by the calm, impartial verdict of later-day history.

The plan and much of the work are due to Prof. William Stearns Davis, of the history department of the University of Minnesota. He was very materially assisted by his colleagues, Prof. C. D. Allin and Dr. Wm. Anderson. Whether this evidence is valid can be tested by anybody with access to a good public library, for no secret documents have been used. The annotations represent a wholly volunteer service on the part of competent and patriotic scholars.

The Committee on Public Information has had the assistance of the National Board for Historical Service in editing the manuscript.

The Committee believes that pending the appearance of a more elaborate and official Government statement, the publication of this annotated copy of the President's address will serve a real national purpose.

Copies of this document and of other publications may be had free on request.  
For the Committee on Public Information.

GUY STANTON FORD,  
*Director of the Division on Civic and Educational Cooperation.*



## THE WAR MESSAGE AND FACTS BEHIND IT.

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### GENTLEMEN OF THE CONGRESS:

I have called the Congress into extraordinary session because there are serious, very serious, choices of policy<sup>1</sup> to be made, and made immediately, which it is neither right nor constitutionally permissible<sup>2</sup> that I should assume the responsibility of making.

<sup>1</sup> There had been only two other periods in the history of the country equally serious—1776 and 1861. Nobody can pretend that there have been any other crises in American history (barring the Revolution and the Civil War) when so much that citizens of this country count dear has been at stake. The War of 1812, the Mexican and Spanish Wars, seem as child's play beside the present exigency. Now, as this message makes clear, the very liberties of the world and the possibilities of peaceful democracies are at stake. If Germany should win this war, and thus become supreme on land and sea, the very existence of free democracies would be imperiled.

<sup>2</sup> President Wilson had the sworn duty to lay the facts before Congress and recommend to it the needful action. The Constitution of the United States prescribes his duties in such emergencies.

It is worthy of note that the Constitution lays this duty and power of declaring war directly upon Congress, and that it can not be evaded by Congressmen by any referendum to the voters, for which not the slightest constitutional provision is made.

Congress performed this duty by voting on the war question as requested. The vote of the Senate was 82 to 6 for war; of the House 373 to 50. Such comparative unanimity upon so momentous a question is almost unparalleled in the history of free nations.

On the 3d of February last I officially laid before you the extraordinary announcement of the Imperial German Government, that on and after the 1st day of February it was its purpose to put aside all restraints of law or of humanity and use its submarines to sink every vessel that sought to approach either the ports of Great Britain and Ireland or the western coasts of Europe or any of the ports controlled by the enemies of Germany within the Mediterranean.<sup>3</sup> That had seemed to be the object of the German submarine warfare earlier in the war, but since April of last year the Imperial Government had somewhat restrained the commanders of its undersea craft, in conformity with its promise,

then given to us,<sup>4</sup> that passenger boats should not be sunk, and that due warning would be given to all other vessels which its submarines might seek to destroy, when no resistance was offered or escape attempted, and care taken that their crews were given at least a fair chance to save their lives in their open boats. The precautions taken were meager and haphazard enough, as was proved in distressing instance after instance in the progress of the cruel and unmanly business, but a certain degree of restraint was observed.<sup>5</sup>

<sup>3</sup> The German Chancellor in announcing this repudiation of all his solemn pledges in the Imperial Parliament (Reichstag), on January 31, frankly admitted that this policy involved "ruthlessness" toward neutrals. "When the most ruthless methods are considered the best calculated to lead us to victory and to a swift victory \* \* \* they must be employed. \* \* \* The moment has now arrived. Last August [when he was, as he himself here admits, allowing the American people to believe that in response to its protest he had laid aside such ruthless methods] the time was not yet ripe, but to-day the moment has come when, with the greatest prospect of success, we can undertake this enterprise."

<sup>4</sup> The broken Sussex pledge. On May 4, 1916, the German Government, in reply to the protest and warning of the United States following the sinking of the Sussex, gave this promise: That "merchant vessels both within and without the area declared a naval war zone shall not be sunk without warning, and without saving human lives, unless the ship attempt to escape or offer resistance."

Germany added, indeed, that if Great Britain continued her blockade policy, she would have to consider "a new situation."

On May 8, 1916, the United States replied that it could not admit that the pledge of Germany was "in the slightest degree contingent upon the conduct of any other Government" (i. e., on any question of the English blockade). To this Germany made no reply at all, and under general diplomatic usage, when one nation makes a statement to another, the latest statement of the case stands as final unless there is a protest made.

The promise made by Germany thus became a binding pledge, and as such was torn up with other "scraps of paper" by the German "unlimited submarine warfare" note of January 31, 1917.

<sup>5</sup> As to the proper usages in dealing with merchant vessels in war, here are the rules laid down some time ago for the American Navy (a fighting navy, surely), and these rules hardly differed in other navies, including the Russian and Japanese:

United States Naval War Code, now in preparation, retains and amplifies the following provisions of the Code published in 1900 (p. 48):

"The personnel of a merchant vessel captured as a prize \* \* \* are entitled to their personal effects.

"All passengers not in the service of the enemy, and all women and children on board such vessels should be released and landed at a convenient port at the first opportunity.

"Any person in the naval service of the United States who pillages or maltreats in any manner, any person found on board a merchant vessel captured as a prize, shall be severely punished."

United States Naval War College, *International Law Topics*, 1905, page 62: "If a seized neutral vessel can not for any reason be brought into court for adjudication it should be dismissed."

United States Naval War Code, on safety required for persons on a captured vessel (United States Naval War College, *International Law Topics*, 1913, p. 165): "The destruction of a vessel which has surrendered without first removing its officers and crew would be an act contrary to the sense of right which prevails even between enemies in time of war."

And also Lawrence (standard authority on international law), *International Law*, 1910 edition, page 484: "It is better for a naval officer to release a ship as to which he is doubtful than to risk personal punishment and international complications by destroying innocent property."

The new policy has swept every restriction aside. Vessels of every kind, whatever their flag, their character, their cargo, their destination, their errand, have been ruthlessly sent to the bottom without warning and without thought of help or mercy for those on board, the vessels of friendly neutrals along with those of belligerents. Even hospital ships and ships carrying relief to the sorely bereaved and stricken people of Belgium,<sup>6</sup> though the latter were provided with safe conduct through the proscribed areas by the German Government itself and were distinguished by unmistakable marks of identity, have been sunk with the same reckless lack of compassion or of principle.

<sup>6</sup> Mr. Wilson was undoubtedly thinking of the cases of the British hospital ships *Asturias* sunk March 20, and the *Gloucester Castle*. These vessels had been sunk although protected by the most solemn possible of international compacts. The Germans seem to have acknowledged the sinking of the *Asturias* and to have regarded their feat with great complacency. Somewhat earlier in the war the great liner *Britannic* had been sunk while in service as a hospital ship, and the evidence seems to be it was torpedoed by a U-boat, although the proof here is not conclusive. Since this message was written the Germans have continued their policy of murdering more wounded soldiers and their nurses by sinking more hospital ships.

The Belgian relief ships referred to were probably the *Camilla*, *Trevier*, and the *Feistein*, but most particularly the large Norwegian steamer *Storstad*, sunk with 10,000 tons of grain for the starving Belgians. Besides these sinkings, two other relief ships—the *Tunisie* and the *Haelen*—were attacked unsuccessfully.

I was for a little while unable to believe that such things would in fact be done by any Government that had hitherto subscribed to the humane practices of civilized nations.<sup>7</sup> International law had its origin in the attempt to set up some law which would be respected and observed upon the seas, where no nation had right of dominion and where lay the free highways of the world. By painful stage after stage has that law been built up with meager enough results,



indeed, after all was accomplished that could be accomplished, but always with a clear view, at least, of what the heart and conscience of mankind demanded.

<sup>7</sup> No nation assuredly has made prouder claims than Germany to a superior "kultur," or made louder assertions of its desire to vindicate "the freedom of the seas."

This minimum of right the German Government has swept aside under the plea of retaliation and necessity and because it had no weapons which it could use at sea except these, which it is impossible to employ, as it is employing them, without throwing to the wind all scruples of humanity or of respect for the understandings that were supposed to underlie the intercourse of the world.

I am not now thinking of the loss of property involved, immense and serious as that is, but **only of the wanton and wholesale destruction of the lives of noncombatants, men, women, and children, engaged in pursuits which have always, even in the darkest periods of modern history,<sup>8</sup> been deemed innocent and legitimate. Property can be paid for; the lives of peaceful and innocent people can not be.** The present German submarine warfare against commerce is a **warfare against mankind.**

<sup>8</sup> Mr. Wilson could have gone further back than "modern history."

Even in the most troubled period of the Middle Ages there was consistent effort to spare the lives of nonbelligerents. Thus in the eleventh century not merely did the church enjoin the "truce of God" which ordered all warfare to cease on four days of the week, but it especially pronounced its curse upon those who outraged or injured not merely clergymen and monks, but **all classes of women.** We also have ordinances from this "dark period" of history forbidding the interference with shepherds and their flocks, the damaging of olive trees, or the carrying off or destruction of farming implements. All this at a period when feudal barons are alleged to have been waging their wars with unusual ferocity.

Contrast also with the German usages this American instance:

On May 12, 1898, Admiral Sampson with the American fleet appeared before San Juan, P. R., and conducted a reconnoissance in force to see if Cervera's squadron was in the port, but he did not "subject the city to a regular bombardment" because that "would have required due notice" for the removal of the women, children, and the sick. He did this notwithstanding the fact that a sudden attack, well driven home, would probably have given him the city. In the attack on the forts alone, which he actually made, his ship captains were carefully charged to avoid hitting the Spanish military hospital. (See H. Doc. No. 12, 55th Cong., 3d sess., p. 368.)

No one certainly has ever accused the American Navy of "hitting soft" or of being unwilling to wage the most strenuous kind of **honorable warfare.**

It is a war against all nations. American ships have been sunk,<sup>9</sup> American lives taken,<sup>10</sup> in ways which it has stirred us very deeply to learn of, but the ships and people of other neutral and friendly nations<sup>11</sup> have been sunk and overwhelmed in the waters in the same way. There has been no discrimination.

<sup>9</sup> American vessels sunk by submarines following German decree of ruthless submarine policy, Jan. 31, 1917.

Following eight or more American vessels which had been sunk or attacked earlier, in most cases in contravention to international law, these ships also had been sunk following the repudiation of her pledges by Germany:

February 3, 1917, *Housatonic*.

February 13, 1917, *Lyman M. Law*.

March 16, 1917, *Vigilancia*.

March 17, 1917, *City of Memphis*.

March 17, 1917, *Illinois*.

March 21, 1917, *Healdton* (claimed to have been sunk off Dutch coast, and far from the so-called "prohibited zone.")

April 1, 1917, *Astec*.

March 2, 1917, *Algonquin*.

Furthermore, no American should forget the sinking of the *William P. Frye* on January 28, 1915, by a German raider. This act under normal circumstances would be a *casus belli*. The raider, the *Prinz Eitel Friedrich*, then impudently took refuge in an American port.

<sup>10</sup> American lives lost on the ocean during the war. (See Cong. Rec., 65th Cong., 1st sess., p. 1006.)

American lives have been lost during the sinking of at least 20 vessels, whereof 4 were American, 1 Dutch, and 1 Norwegian. In one or two cases the vessel tried to escape and made resistance, and the loss of life was possibly excusable for the Germans. In the bulk of the cases the destruction was without fair warning and without reasonable effort to give the passengers and crew chance to escape.

Among the more flagrant cases were:

May 7, 1915, *Lusitania*, 114 Americans lost.

August 19, 1915, *Arabic*, 3 Americans lost.

September 4, 1915, *Hesperian*, 1 American lost.

October 28, 1916, *Marina*, 8 Americans lost.

December 14, 1916, *Russian*, 17 Americans lost.

February 26, 1917, *Laconia*, 8 Americans lost.

March 16, 1917, *Vigilancia*, 5 Americans lost (United States).

March 21, 1917, *Healdton*, 7 Americans lost (United States).

April 1, 1917, *Astec*, 28 Americans lost (United States).

Some on *Astec* probably not American citizens, although she was a regular American ship.

In all, up to declaration of war by us, 226 American citizens, many of them women and children, had lost their lives by the action of German submarines, and in most instances without the faintest color of international right.

<sup>11</sup> The Norwegian Legation at London has announced that during February and March, 1917, 105 Norwegian vessels of over 228,000 tons have been sunk, and 106 persons thereon killed, and 222 are missing.

On February 22, 1917, seven Dutch vessels which left an English port on promise of "relative security" from the Berlin authorities were all attacked by German

U-boats and six of them were sunk. Germany has admitted that its boats did the deed, and has expressed "regrets" to Holland, although adding blandly "the incident proves how dangerous it is to navigate the prohibited zone, and gives expression to our wish that neutral navigators remain in their ports." As a result of this policy of terrorism, the ships of Holland have been practically driven off the seas. Many of them have taken refuge in harbors of the United States.

Spaniards have been exasperated by the destruction of their vessels, the most recent instance being that of a Spanish ship, with a Spanish cargo, sunk in Spanish waters. Swedish over-sea commerce is practically ruined by the fear of their owners at the indiscriminate ruthlessness of the submarine.

The United States Government made an official estimate that by April 3, 1917, no less than 686 neutral vessels had been sunk by German submarines since the beginning of the war. This did not include any American vessels. (*New York Times History of the War*, May, 1917, pp. 239 and 241.)

**The challenge is to all mankind. Each nation must decide for itself how it will meet it.<sup>12</sup>** The choice we make for ourselves must be made with a moderation of counsel and a temperateness of judgment befitting our character and our motives as a Nation. We must put excited feelings away. Our motive will not be revenge or the victorious assertion of the physical might of the Nation, but only the **vindication of right,<sup>13</sup>** of human right, of which we are only a single champion.

<sup>12</sup> Practically all the civilized neutral countries of the earth have protested at the German policy. Some, like Brazil, China, Bolivia, and Guatemala, have broken diplomatic relations with Germany.

The neutral states of Europe, fearful of being caught in the horrors of the great war, have protested just as far as they have dared. Holland and Denmark may, of course, at any time see a German Army over their borders. Norway and Sweden are hardly in a safe position, but they have made their vehement protest at the German outrages. Spain, which had exercised a forbearance similar to that of the United States, has finally, after futile protests, been obliged (May 18, 1917) to send Germany a note in the nature of an ultimatum, demanding reparation for the past and guaranties for the future.

<sup>13</sup> Submarines are such exceptional instruments of warfare that it is held by authorities on international law that they ought never to submerge in neutral waters, otherwise it is impossible for a neutral to control them and be responsible for them as with ordinary visiting warships.

Says Prof. Theodore S. Woolsey, of Yale, a very high authority:

" \* \* \* I think there can be no doubt that the U-boat is to be regarded as a surface cruiser with no additional rights and privileges and with the same duties and liabilities. Hence in neutral waters it should not submerge. Submergence imperils neutrality by making the performance of neutral duties more arduous and the evasion of neutral rights easier." (*American Journal of International Law*, January, 1917, p. 139.)

When I addressed the Congress on the 26th of February last I thought it would suffice to assert our neutral rights



with arms, our right to use the seas against unlawful interference, our right to keep our people safe against unlawful violence. But **armed neutrality**, it now appears, is **impracticable**.<sup>14</sup> Because submarines are in effect outlaws, when used as the German submarines have been used against merchant shipping, it is impossible to defend ships against their attacks, as the law of nations has assumed that merchantmen would defend themselves against privateers or cruisers, visible craft giving chase upon the open sea. It is common prudence in such circumstances, grim necessity indeed, to endeavor to destroy them before they have shown their own intention. They must be dealt with upon sight, if dealt with at all.

<sup>14</sup> In 1798, on account of the attacks on our commerce by French cruizers and privateers, Congress empowered President John Adams to arm merchant vessels, to let them defend themselves, and to let our warships attack the offending French vessels.

There were several really serious naval battles (especially when the U. S. S. *Constellation* took the French frigate *L'Insurgente*, 1799), and international experts are of the opinion that very probably an actual state of war existed. In any case the country was headed straight into war, and preparations were being made to raise a strong army with Washington again as commander. Then at the last moment, Napoleon, who had just come to power, had the wisdom to offer terms President Adams could accept. The German Imperial Government had no such wisdom or restraint.

The German Government denies the right of neutrals to use arms at all within the areas of the sea which it has proscribed **even in the defense of rights which no modern publicist has ever before questioned** <sup>15</sup> their right to defend. The intimation is conveyed that the armed guards which we have placed on our merchant ships will be treated as beyond the pale of law and subject to be dealt with as pirates would be. Armed neutrality is ineffectual enough at best; in such circumstances and in the face of such pretensions it is worse than ineffectual; it is likely only to produce what it was meant to prevent; it is practically certain to draw us into war without either the rights or the effectiveness of belligerents. There is one choice we can not make, we are incapable of making: **we will not choose the path of submission and suffer the most sacred rights of our nation and our people to be ignored or violated.**<sup>16</sup> The

**wrongs against which we now array ourselves are no common wrongs; they cut to the very roots of human life.**

<sup>15</sup> Before the outbreak of the war the following were the standing orders in the German Navy for dealing with even enemy merchant vessels, and if that was the case how much more consideration should be given to neutrals. The new German orders are a brazen contradiction of their own previous precepts.

General orders of German Admiralty staff, Berlin, June 22, 1914. (Note date.)

"If an armed enemy merchant vessel offers armed resistance . . . such resistance is to be overcome with all means available. . . . The crew are to be taken prisoners of war. The passengers are to be left to go free unless it appears that they participated in the resistance." (*German Prize Code*, p. 75, par. 116.)

"Before proceeding to the destruction of the [neutral] vessel [which has been seized for proper reason], the safety of all persons on board, and, so far as possible, their effects, is to be provided for . . ." (*German Prize Code*, p. 68.)

Dr. Wehberg (great German authority on international law, quoted in *American Journal of Int. Law*, Oct. 1916, p. 871).

"The enemy merchant ship has the right of defense against enemy attack, and this right it can exercise against 'visit' (i. e., being stopped and investigated), for this indeed is the first act of capture. The attacked merchant ship can indeed itself seize the overpowered warship as a prize."

And still again—

In Oxford, 1913, at a meeting of the Institute of International Law, at which the representatives of Germany, as well as of all other great nations, were present, it was decided as a firm principle that private vessels may not commit acts of hostility against the enemy and that they may defend themselves against the attack of an enemy vessel. (*American Journal of International Law*, vol. 10, 1916, p. 868.)

<sup>16</sup> Right of American citizens to protection in their doings abroad and on the seas no less than at home. Decided by Supreme Court of United States. (*Slaughter House Cases*, 16 Wall., 36.)

"Every citizen . . . may demand the care and protection of the United States when on the high seas or within the jurisdiction of a foreign Government."

See Cooley's *Principles of Constitutional Law*, third edition, page 273 (standard authority).

Obviously a Government which can not or will not protect its citizens against a policy of lawless murder is unworthy of respect abroad or obedience at home. The protection of the lives of the innocent and law-abiding is clearly the very first duty of a civilized state.

With a profound sense of the solemn and even tragical character of the step I am taking and of the grave responsibilities which it involves, but in unhesitating obedience to what I deem my constitutional duty, I advise that the Congress declare the recent course of the Imperial German Government to be in fact **nothing less than war against the Government and people of the United States;**<sup>17</sup> that it formally accept the status of belligerent which has thus been thrust upon it; and that it take immediate steps not only to put the country in a more thorough state of defense, but also to exert all its power and employ all its resources



to bring the Government of the German Empire to terms and end the war.

<sup>17</sup> Wars do not have to be declared in order to exist. The mere commission of war-like or unfriendly acts commences them. Thus the first serious clash in the Mexican war took place April 24, 1846. Congress "recognized" the state of war only on May 11 of that year. Already Gen. Taylor had fought two serious battles at Palo Alto and Resaca de la Palma.

Many other like cases could be cited; the most recent was the outbreak of the war between Japan and Russia. In 1904 the Japanese attacked the Russian fleet before Port Arthur, and only several days after this battle was war "recognized."

If the acts of Germany were unfriendly war in the strictest sense existed when the President addressed Congress.

What this will involve is clear. It will involve the utmost practicable cooperation in counsel and action with the Governments now at war with Germany, and as incident to that, the extension to those Governments of the most liberal financial credits, in order that our resources may so far as possible be added to theirs.

It will involve the organization and mobilization of all the material resources of the country to supply the materials of war and serve the incidental needs of the Nation in the most abundant and yet the most economical and efficient way possible.

It will involve the immediate full equipment of the Navy in all respects, but particularly in supplying it with the best means of dealing with the enemy's submarines.

It will involve the immediate addition to the armed forces of the United States,<sup>18</sup> already provided for by law in case of war, of at least 500,000 men, who should, in my opinion, be chosen upon the principle of universal liability to service, and also the authorization of subsequent additional increments of equal force so soon as they may be needed and can be handled in training.

It will involve also, of course, the granting of adequate credits<sup>18</sup> to the Government, sustained, I hope, so far as they can equitably be sustained by the present generation, by well-conceived taxation.

<sup>18</sup> Bills passed by Congress, with dates on which they were presented to President:  
Apr. 5. S. J. Res. 1. Declaration of war.

17. H. R. 12.....Deficiency appropriation bill for the year ending June, 1917.

23. H. R. 2762...Bond-issue bill.

23. H. R. 2339....Increasing number of midshipmen at Annapolis.

- Apr. 23. H. R. 2008...Extending minority enlistments in the Navy.  
 23. H. R. 2338...Authorizing additional officers for Hydrographic Office.  
 23. H. R. 2300...Increasing age limit for officers in Naval Reserve.  
 23. H. R. 1771...Amending naval appropriations act for the year ending June, 1917.
- May 5. H. R. 2893...Permitting foreign governments to enlist their nationals residing in the United States.  
 10. S. J. Res. 42...Authorizing seizure of interned German ships.  
 11. H. R. 13.....Army appropriation bill for the year ending June, 1918.  
 15. H. R. 2337...Enrollments of aliens in the Naval Reserve.  
 16. H. R. 3330...Increasing Navy and Marine Corps to 150,000 men.  
 18. S. 1871.....Conscription bill.
- Bills in conference on May 17:
- Apr. 16. H. R. 11.....Sundry civil appropriations for the year ending June, 1918.  
 16. H. R. 10.....Military Academy appropriations for the year ending June, 1918.
- May 15. S. 2.....Espionage bill.
- Bills awaiting action of one House:
- S. 383.....Passed Senate Apr. 9, punishing the destruction of war material.
- H. R. 328.....Passed House May 9, car shortage.
- H. R. 3971.....Passed House May 2, special war appropriation bill.

I say sustained so far as may be equitable by taxation, because it seems to me that it would be most unwise to base the credits, which will now be necessary, entirely on money borrowed. It is our duty, I most respectfully urge, to protect our people, so far as we may, against the very serious hardships and evils which would be likely to arise out of the inflation which would be produced by vast loans.

In carrying out the measures by which these things are to be accomplished we should keep constantly in mind the wisdom of interfering as little as possible in our own preparation and in the equipment of our own military forces with the duty—for it will be a very practical duty—of supplying the nations already at war with Germany with the materials which they can obtain only from us or by our assistance. They are in the field, and we should help them in every way to be effective there.<sup>19</sup>

<sup>19</sup> To anyone who will reflect upon the subject, it will soon appear to be preposterous folly to suggest that we "go it alone" against Germany, and to fail to give all possible aid to her original enemies. Obviously unless we send munitions, troops, submarine chasers, etc., to France, England, and possibly Russia, since the German high-sea fleet does not at present come out, the war for us will mean little more than calling names across the Atlantic—until the European war is ended, and then if Germany has a pound of strength left (and very possibly she might be victorious) she can vent on us all her hate and fury, and exact from us the indemnities she can not wring from a bankrupt Europe.



So obvious is the military necessity of giving every possible help to the present enemies of Germany that those who try to thwart this are almost open to the very grave criminal charge of giving aid and comfort to the enemies of the United States.

I shall take the liberty of suggesting, through the several executive departments of the Government, for the consideration of your committees, measures for the accomplishment of the several objects I have mentioned. I hope that it will be your pleasure to deal with them as having been framed after very careful thought by the branch of the Government upon whom the responsibility of conducting the war and safeguarding the Nation will most directly fall.

While we do these things, these deeply momentous things, **let us be very clear, and make very clear to all the world, what our motives and our objects are.** My own thought has not been driven from its habitual and normal course by the unhappy events of the last two months, and I do not believe that the thought of the Nation has been altered or clouded by them. I have exactly the same things in mind now that I had in mind when I addressed the Senate on the 22d of January last; the same that I had in mind when I addressed Congress on the 3d of February and on the 26th of February.<sup>20</sup>

<sup>20</sup> On January 22 Mr. Wilson spoke in favor of a league to secure peace. On February 3 he announced he had broken diplomatic relations with Germany, but expressed the earnest hope that issues would not proceed to a clash of arms. On February 26 he asked for "armed neutrality," but still avoided an actual state of war.

Our object now, as then, is to vindicate the principles of peace and justice in the life of the world as against selfish and autocratic power, and to set up among the really free and self-governed peoples of the world such a concert of purpose and of action as will henceforth insure the observance of those principles.

Neutrality is no longer feasible or desirable where the peace of the world is involved and the freedom of its peoples, and the menace to that peace and freedom lies in the existence of autocratic governments,<sup>21</sup> backed by organized force which is controlled wholly by their will, not by the will of their people. We have seen the last of neutrality in such circumstances. We are at the beginning of an age in which it will be insisted that the same standards of conduct and of responsibility for wrong done shall be observed among

nations and their governments that are observed among the individual citizens of civilized states.<sup>22</sup>

<sup>21</sup> Contrast these two standards: Bethmann-Hollweg addressing the Reichstag, August 4, 1914:

"We are now in a state of necessity, and necessity knows no law. Our troops have occupied (neutral) Luxemburg and perhaps already have entered Belgium territory. Gentlemen, this is a breach of international law. The wrong—I speak openly—the wrong we hereby commit we will try to make good as soon as our military aims have been attained.

"He who is menaced as we are, and is fighting for his highest possession, can only consider how he is to hack his way through."

Or Frederick the Great again, the arch prophet of Prussianism, speaking in 1740 and giving the keynote to all his successors, "The question of right is an affair of ministers. \* \* \* It is time to consider it in secret, for the orders to my troops have been given," and still, again, "Take what you can; you are never wrong unless you are obliged to give back." (Perkins, *France under Louis XV*, vol. 1, pp. 169-170.)

Against this set the words of the first President of the Young American Republic, speaking at a time when the Nation was so weak that surely any kind of shifts could have been justified on the score of necessity.

Said George Washington in his first inaugural address (1789):

"... the foundation of our national policy will be laid in the pure and immutable principles of private morality, and the preeminence of free government be exemplified by all the attributes which can win the affections of its citizens and command the respect of the world. I dwell on this prospect with every satisfaction which an ardent love for my country can inspire, since there is no truth more thoroughly established than that there exists in the economy and course of nature an indissoluble union between virtue and happiness; between duty and advantage; between the genuine maxims of an honest and magnanimous policy and the solid rewards of public prosperity and felicity; since we ought to be no less persuaded that the propitious smiles of Heaven can never be expected on a nation that disregards the eternal rules of order and right which Heaven itself has ordained; and since the preservation of the sacred fire of liberty and the destiny of the republican model of government are justly considered, perhaps, as *deeply*, as *finally*, staked on the experiment intrusted to the hands of the American people."

The present war is for a large part being waged to settle whether the American or the Prussian standard of morality is valid.

<sup>22</sup> The autocratic spirit of the German Emperor is clearly revealed in his own utterances (cf. p. 17). The Imperial Government is in form a government by the Emperor and the Imperial Diet. The dominant factor in the latter is the Federal Council (Bundesrat), appointed by the kings and princes. Here as King of Prussia, William II can make or break any policy. Prussia is the controlling factor, political, economic, and military, in modern Germany. In area it constitutes two-thirds of Germany, and five-eighths of its population and two-thirds of the members of the lower house of the German Congress are Prussians. Within Prussia there is little limit on the power of William II. In a constitution which his great-uncle "decreed" in 1850 the rights of the King and of the "Junkers" (the feudal military nobles east of the Elbe) are carefully guarded.

The constitution of Prussia has remained practically unchanged and the electoral districts and three class voting system of nearly 70 years ago still exist. Liberal industrial and socialistic elements in the great modern cities and manufacturing areas are without adequate representation in the Prussian Diet, and the old country districts are practically "rotten boroughs" where the peasant who votes by voice,



not written ballot, is at the mercy of his feudal noble landlord. It is the latter who back the throne and its autocratic power so long as the policy suits their narrow provincial militaristic views formed in the days of Frederick the Great and his despotic father and revived and glorified by Bismarck.

We have no quarrel with the German people. We have no feeling toward them but one of sympathy and friendship. It was not upon their impulse that their government acted in entering the war.<sup>23</sup> It was not with their previous knowledge or approval.<sup>24</sup> It was a war determined upon as wars used to be determined upon in the old unhappy days, when peoples were nowhere consulted by their rulers and wars were provoked and waged in the interest of dynasties<sup>25</sup> or of little groups of ambitious men who were accustomed to use their fellow men as pawns and tools.

<sup>23</sup> When the crisis was precipitated late in July, 1914, there was a strong peace-party in Germany, and earnest protests were made against letting Austrian aggression against Serbia start a world conflagration. In Berlin on July 29, 28 mass meetings were held to denounce the proposed war, and one of them is said to have been attended by 70,000 men. The *Vorwärts* (the great organ of the socialists) declared on that day, "the indications proved beyond a doubt that the camarilla of war lords is working with absolutely unscrupulous means to carry out their fearful designs to precipitate an international war and to start a world-wide fire to devastate Europe." On the 31st this same paper asserted that the policy of the German Government was "utterly without conscience." Then came the declaration of "war emergency" (*Kriegsgefahr*), mobilization, martial law, and any expression of public opinion was stifled in Germany.

<sup>24</sup> The German people had not the slightest share in shaping the events which led up to the declaration of war. The German Emperor is clothed by the imperial constitution with practically autocratic power in all matters of foreign policy. The Reichstag has not even a consultative voice in such matters. The German constitution (art. 11) gives to the Emperor specific power to "declare war, conclude peace, and enter into alliances." The provision that only defensive wars may be declared by the Emperor alone puts the power in his hands to declare this and any other war without consulting any but the military group, for no power in modern times has ever admitted that it waged aggressive warfare. William II declared this war without taking his people into the slightest confidence until the final deed was done.

The whole tendency of responsible German statesmen has been to ignore the people in foreign affairs. The retired chancellor, Prince von Bülow, defended this policy bluntly on the ground that the Germans were not capable of self-government, saying "We are not a political people."

As for William II, speeches without number can be cited to show his sense of his own autocratic authority—e. g., speaking at Königsberg, in 1910—"Looking upon myself as the instrument of the Lord, regardless of the views and the opinions of the hour, I go on my way." And another time: "There is but one master in this country; it is I, and I will bear no other." He has also been very fond of transforming an old Latin adage, making it read: "The will of the king is the highest law."

<sup>25</sup> President Wilson probably had in mind such wars as those of Louis XIV, waged by that King almost solely for his own glory and interest and with extremely little

heed to the small benefit and great suffering they brought to France. The War of the Spanish Succession (begun in 1701) was particularly such a war. History, of course, contains a great many others begun from no worthier motive, including several conducted by Prussian and earlier by Philip II of Spain.

Self-governed nations do not fill their neighbor States with spies or set the course of intrigue to bring about some critical posture of affairs which will give them an opportunity to strike and make conquest.<sup>26</sup> Such designs can be successfully worked out only under cover and where no one has the right to ask questions. Cunningly contrived plans of deception or aggression, carried, it may be from generation to generation, can be worked out and kept from the light only within the privacy of courts or behind the carefully guarded confidences of a narrow and privileged class. They are happily impossible where public opinion commands, and insists upon full information concerning all the nation's affairs.

<sup>26</sup> There is abundant evidence that the situation in Europe in July, 1914, was regarded by the German "jingo" party—Von Tirpitz, Bernhardt, et al.—as peculiarly favorable. Russia was busy rearming her army, and her railway system had not yet been properly developed for strategic purposes. France was vexed with labor troubles, a murder trial was heaping scandal upon one of her most famous statesmen, and her army was reported by her own statesmen as sadly unready. England seemed on the point of being plunged into a civil war by the revolt of a large fraction of Ireland.

Such a convenient crippling of all the three great rivals of Germany might never come again. The murder of the arch-duke of Austria at Serajevo came, therefore, as a most convenient occasion for a stroke which would either result in a great increase of Teutonic prestige or enable Germany to fight with every possible advantage.

There is official Italian evidence that Serbia would have been attacked by the Teutonic powers in August, 1913, if Italy had consented to help the scheme. Her refusal made the Austro-German warlords wait until July, 1914, when they felt the situation favorable enough to be able to strike without awaiting the aid of Italy. (Signor Giolitti, in Italian Parliament, Dec. 5, 1914.)

**A steadfast concert for peace can never be maintained except by a partnership of democratic nations.<sup>27</sup>** No autocratic Government could be trusted to keep faith within it or observe its covenants. It must be a league of honor, a partnership of opinion. Intrigue would eat its vitals away; the plottings of inner circles who could plan what they would, and render account to no one, would be a corruption seated at its very heart. Only free people can hold their purpose and their honor steady to a common end, and



prefer the interests of mankind to any narrow interest of their own.<sup>28</sup>

<sup>27</sup> The willingness of Prussian rulers to precipitate war and to throw aside ordinary considerations for peace is best illustrated, of course, by the famous "Ems incident" of 1870.

At that time Bismarck had decided that the quickest way to promote German unity and serve his political schemes was to precipitate a war with France. The inflamed state of public opinion in France against Prussia made the task easy for him. On July 13, 1870, he received a telegram from King William I, telling of an interview he had had with the French ambassador, about a very ticklish matter, and leaving it to Bismarck to decide what facts it was wise to give to the press.

Bismarck, after consulting Von Moltke as to the state of the army, deliberately cut down and sharpened the wording of the telegram from the King, very moderately phrased, so as to make it appear that a deliberate insult had been offered the French ambassador, and then gave out this text of the dispatch for publication. This so enraged Paris public opinion, that war was immediately declared.

Bismarck took great pride in this stroke, and the facts are related in all the standard German histories, as well as many others which copy them.

Bismarck always regarded the manner in which he precipitated this war as a masterpiece of statecraft. It remained a kind of glorious example of true public policy for the next generation of public men in Germany. (See the account by Bismarck himself in his memoirs translated as *Bismarck; The Man and the Statesman*.)

<sup>28</sup> The great humanitarian aims of The Hague peace conferences of 1899 and 1907 were the limitation of armaments and the compulsory arbitration of international disputes. Unanimity among the world powers was essential to the success of both. None dared disarm unless all would do so. The great democracies, Great Britain, France, and the United States, favored both propositions, but Germany, leading the opposition, prevented their adoption. She agreed with reluctance to a convention for optional arbitration, but refused at the second conference even to discuss disarmament. [See Scott, James Brown, *The Hague Peace Conferences of 1899 and 1907*, I, index "Armaments" and "Arbitration."]

Does not every American feel that assurance has been added to our hope for the future peace of the world by the wonderful and heartening things that have been happening within the last few weeks in Russia? Russia was known by those who knew her best to have been always in fact democratic at heart in all the vital habits of her thought, in all the intimate relationships of her people that spoke their natural instinct, their habitual attitude toward life. The autocracy that crowned the summit of her political structure, long as it had stood and terrible as was the reality of its power, was not in fact Russian in origin, character, or purpose,<sup>29</sup> and now it has been shaken off and the great generous Russian people have been added, in all their native majesty and might, to the forces that are fighting for freedom in the world, for

justice, and for peace. Here is a fit partner for a league of honor.

<sup>29</sup> The whole autocratic régime has been imposed on a people whose instincts and institutions are fundamentally democratic. The deposed Romanoff dynasty began in an election among the nobles. Peter the Great and the more despotic of his successors created largely by imitation and adaptation of German bureaucracy the machinery with which they ruled. Underneath this un-Russian machinery of despotism Russian communal and local life has preserved itself with wonderful vitality.

During the Russian revolution of 1905-6 it was perfectly evident that the German Government was doing its uttermost to help the Czar and the old régime. The passage of revolutionary exiles into Germany was constantly hindered; many were arrested by the Prussian police, and all who succeeded in entering Germany were kept under constant espionage.

The Czar and the Kaiser were hand in glove to a large extent before the war broke out. The German White Paper, which was published at the outbreak of the war, containing telegrams which passed personally between Nicholas II and Wilhelm II, gives repeated appeals from one to the other as representatives of a common interest.

One of the things that have served to convince us that the Prussian autocracy was not and could never be our friend is that from the very outset of the present war it has filled our unsuspecting communities, and even our offices of government, with spies and set criminal intrigues everywhere afoot against our national unity of counsel, our peace within and without, our industries, and our commerce.<sup>30</sup> Indeed it is now evident that its spies were here even before the war began and it is unhappily not a matter of conjecture, but a fact proven in our courts of justice, that the intrigues which have more than once come perilously near to disturbing the peace and dislocating the industries of the country, have been carried on at the instigation, with the support, and even under the personal directions of official agents of the Imperial Government accredited to the Government of the United States.

<sup>30</sup> Besides undoubtedly many matters which from reasons of public policy the Government has still kept hidden, the House of Representatives Committee on Foreign Affairs, when it presented the war resolution following the President's message, went on formal record as listing at least 21 crimes or unfriendly acts committed upon our soil with the connivance of the German Government since the European war began. Among these were:

Inciting Hindoos within the United States to stir up revolts in India, and supplying them with funds for that end, contrary to our neutrality laws.

Running a fraudulent passport office for German reservists. This was supervised by Capt. von Papen of the German Embassy.

Sending German agents to England to act as spies, equipped with American passports.



Outfitting steamers to supply German raiders, and sending them out of American ports in defiance of our laws.

Sending an agent from the United States to try to blow up the International Bridge at Vanceboro, Me.

Furnishing funds to agents to blow up factories in Canada.

Five different conspiracies, some partly successful, to manufacture and place bombs on ships leaving United States ports. For these crimes a number of persons have been convicted, also Consul-General Bopp, of San Francisco (a very high German official accredited to the United States Government), has been convicted of plotting to cause bridge and tunnels to be destroyed in Canada.

Financing newspapers in this country to conduct a propaganda serviceable to the ends of the German Government.

Stirring up anti-American sentiment in Mexico and disorders generally in that country, to make it impossible for the United States to mix in European affairs.

[N. B.—This last, from a humanitarian standpoint, seems peculiarly outrageous. Germany had not the slightest grievance against the helpless Mexicans. To incite them to revolt against their own Government and to make war on the United States simply involved their misery and probable destruction, in return for a very doubtful and roundabout gain for Germany. The greatest wrong was not to the United States but to Mexico.]

German military usage has been quite in this spirit, however, and approves of such doings. (See *German War Code*, standard translation, p. 85.)

"Bribery of enemies' subjects, acceptance of offers of treachery, utilization of discontented elements in the population, support of pretenders and the like, are permissible; indeed, international law is in no way opposed to the exploitation of crimes of third parties."

This, of course, is an outrageous travesty of international law. The Hague conference declined to seem to add to the authority of a practice so repulsive by legislating upon the subject. What would the German people say of America, if our Government hired assassins to murder Kaiser Wilhelm or Von Hindenburg?

Even in checking these things and trying to extirpate them we have sought to put the most generous interpretation possible upon them because we knew that their source lay not in any hostile feeling or purpose of the German people toward us (who were, no doubt, as ignorant of them as we ourselves were), but only in the selfish designs of a Government that did what it pleased and told its people nothing. But they have played their part in serving to convince us at last that that Government entertains no real friendship for us, and means to act against our peace and security at its convenience.<sup>31</sup> That it means to stir up enemies against us at our very doors, the intercepted note to the German minister at Mexico City is eloquent evidence.<sup>32</sup>

<sup>31</sup> A Prussianized Germany, triumphant in Europe and dominant on the seas, would find its occasion to strike down America in its isolation and make of us the over-seas tributary of a new Roman Empire. There can be no question that the future of democracy and of independent national life is hanging in the balance in this struggle.

<sup>32</sup> The famous "Zimmermann note," exposed by our Government March 1, is a document that should stick in the memories of all Americans. Remember, it was composed on **January 19, 1917**, at a time when Germany and America were officially very good friends, and the date was just three days before Mr. Wilson appeared in the Senate with his scheme for a league to assure peace and justice to the world.

Zimmermann admitted the authenticity of the note, and only deplored that it had been discovered. The significant parts were these:

*"BERLIN, January 19, 1917.*

"On February 1 we intend to begin submarine warfare unrestricted. In spite of this, it is our intention to keep neutral the United States of America.

"If this attempt is not successful, we propose an alliance on the following basis with Mexico: That we shall make war together and together make peace. We shall give general financial support, and it is understood that Mexico is to reconquer the lost territory in New Mexico, Texas, and Arizona. The details are left to you for settlement."

The rest of the dispatch tells the German minister in Mexico to open secret negotiations with Carranza the moment war with us is certain, and to get Carranza to draw in Japan.

Germany has attempted to apologize for this note by saying that it did not intend to do anything unless we first declared war. It is a complete retort that **decent nations do not go around preparing schemes for the dismemberment of other nations with which they are at peace**, and that Zimmermann's whole proposal sprang out of an evil conscience, because he realized that the submarine policy projected was so vile that the United States could not submit to it without utter loss of self-respect, and he did us the justice of believing we were not such extreme cravens as to refuse to fight.

The whole dispatch was so gross a revelation of international immorality that German-American papers immediately denounced it as a forgery, only to have its genuineness brazenly acknowledged and defended by Berlin.

We are accepting this challenge of hostile purpose because we know that in such a Government, following such methods, we can never have a friend; and that in the presence of its organized power, always lying in wait to accomplish we know not what purpose, **there can be no assured security for the democratic Governments of the world.**<sup>33</sup> We are now about to accept the gage of battle with the natural foe to liberty, and shall, if necessary, spend the whole force of the nation to check and nullify its pretensions and its power. We are glad now that we see the facts with no veil of false pretense about them, to fight thus for the ultimate peace of the world and for the liberation of its peoples, the German peoples included; for the rights of nations, great and small, and the privilege of men everywhere to choose their way of life and of obedience.

<sup>33</sup> It is worthy of note that although nearly all the nations opposed to Germany concluded the so-called "cooling off" arbitration treaties with the United States, negotiated by Mr. Bryan, Germany, although indulging in certain meaningless talk



about "approving of the principle" of arbitration, etc., declined to join in the compacts.

There was no arbitration treaty that could be invoked when trouble arose with Germany.

On March 30, 1911, the German imperial chancellor had stated openly in the Reichstag that no general arbitration treaty would be useful for Germany, since it afforded no guarantee for a permanent peace. If conditions changed, from the time it was made, he said, then, "every arbitration treaty will burn like tinder and end in smoke." (Quoted in Bernhardt, *Germany and the Next War*, p. 33.)

**The world must be made safe for democracy.** Its peace must be planted upon the tested foundations of political liberty. We have no selfish ends to serve. We desire no conquests, no dominion. We seek no indemnities for ourselves, no material compensation for the sacrifices we shall freely make. We are but one of the champions of the rights of mankind. We shall be satisfied when those rights have been made as secure as the faith and the freedom of nations can make them.

Just because we fight without rancor and without selfish object, seeking nothing for ourselves but what we shall wish to share with all free people, we shall, I feel confident, conduct our operations as belligerents without passion and ourselves observe with proud punctilio the principles of right and of fair play we profess to be fighting for.<sup>34</sup>

<sup>34</sup> "Fair play" has small part in the Prussian military usage, however. (See *German War Code*, authorized translation, pp. 1-3 and 52.) J. Murray, London, 1915.

"A war conducted with energy can not be directed merely against the combatants of the enemy State and the positions they occupy, but will and must in like manner seek to destroy the total intellectual and material resources of the latter. Humanitarian claims, such as the protection of men and their goods, can only be taken into consideration in so far as the nature and object of the war permit."

See also Clausewitz (the Prussian military authority and oft-quoted oracle). Treatise "On War" (*Vom Kriege*) V: Kap. 14 (3).

Speaking of the desirability of crushing down an hostile country by requisitions, etc., he commends it because of "the fear of responsibility, punishment, and ill-treatment, which in such cases presses on the whole population like a general weight." This recourse (of requisitions) has "no limits except those of the exhaustion, impoverishment, and devastation of the country."

By this Prussian gospel, not merely is war inevitably "hell," but it is to be made deliberately the lowest stratum of hell, and the means of rendering it such are to be worked out with scientific precision.

I have said nothing of the Governments allied with the Imperial Government of Germany because they have not made war upon us or challenged us to defend our right and our honor. The **Austro-Hungarian Government has, indeed,**

avowed its unqualified indorsement and acceptance of the reckless and lawless submarine warfare,<sup>35</sup> adopted now without disguise by the Imperial German Government, and it has therefore not been possible for this Government to receive Count Tarnowski, the ambassador recently accredited to this Government by the Imperial and Royal Government of Austria-Hungary; but that Government has not actually engaged in warfare against citizens of the United States on the seas, and I take the liberty, for the present at least, of postponing a discussion of our relations with the authorities at Vienna. We enter this war only where we are clearly forced into it because there are no other means of defending our rights.

<sup>35</sup> Austria had a serious clash with the United States in the *Ancona* case late in 1915, when Americans perished, thanks to the ruthless action of an Austrian submarine. In reply to American protests Austria promised to order her commanders to behave with humanity, and (compared, at least, to her German allies) she kept her word with reasonable exactness.

On April 8, however, Austria, probably acting under German pressure, broke off diplomatic relations with the United States without waiting for action by our Government, and the same was done a little later by Germany's other obedient vassal, the Sultan of Turkey.

It will be all the easier for us to conduct ourselves as belligerents in a high spirit of right and fairness because we act without animus, not with enmity toward a people or with the desire to bring any injury or disadvantage upon them, but only in armed opposition to an irresponsible Government which has thrown aside all considerations of humanity and of right and is running amuck.

We are, let me say again, the sincere friends of the German people<sup>36</sup> and shall desire nothing so much as the early reestablishment of intimate relations of mutual advantage between us, however hard it may be for them for the time being to believe that this is spoken from our hearts. We have borne with their present Government through all these bitter months because of that friendship, exercising a patience and forbearance which would otherwise have been impossible.<sup>37</sup>

<sup>36</sup> There are now two Germanies—the old, noble, idealistic Germany; the new, hard, materialistic nation, created by Prussia. Americans would fain love and recall the former.



Here is what two of their own writers said, men of leadership and insight, speaking very shortly before the war:

Prof. Rein, of Jena: "A one-sidedness which only esteems material values and an increasing control over nature is destructive in its influence, and this one-sidedness set in during the nineteenth century in Germany. We Germans have ceased to be the nation of thinkers, poets, and dreamers, we aim now only at the domination and exploitation of nature."

And again Prof. Paulsen, of Berlin: "Two souls dwell in the German Nation. The German Nation has been called the nation of poets and thinkers, and it may be proud of the name. To-day it may again be called the nation of masterful combatants, as which it originally appeared in history."

<sup>47</sup> No one can accuse Mr. Wilson of the least precipitancy in bringing matters to an issue. Of course, on the contrary, his persistent attempts to bring the German Government to recognize the claims of reason and humanity have caused him to be bitterly criticised. Despite this criticism he has patiently and steadily held to the policy announced a year ago, "to wait until facts became unmistakable and were susceptible of only one interpretation." (*Sussex* note, April 18, 1916.)

Here is a partial list of the stages in the U-boat campaign:

1. December 24, 1914. Admiral von Tirpitz throws out hints in a newspaper interview of a wholesale torpedoing policy. He directly asks, "What will America say?" This was considerably before the so-called English blockade was causing Germany any serious food problem.

2. February 4, 1915. German Government proclaims a war zone within which any ship may be sunk unwarned.

3. February 10, 1915. Mr. Wilson tells German Government it will be held to "strict accountability" if any American rights are violated in this way.

4. May 1 (dated April 22), 1915. German Embassy publishes in New York morning papers warning against taking passage on ships which our Government had told the people they had a perfect right to take.

The *Lusitania* sailed at 12.20 noon, May 1.

5. May 7, 1915. Sinking of *Lusitania*.

6. May 13, 1915. Mr. Wilson's "first *Lusitania*" note.

7. May 28, 1915. Germany's reply defending the sinking of the *Lusitania*.

8. June 9, 1915. Mr. Wilson's "second *Lusitania*" note.

9. July 21, 1915. Mr. Wilson's "third *Lusitania*" note (following more unsatisfactory German rejoinders).

10. August 19, 1915. Sinking of the *Arabic*, whereupon Von Bernstorff gave an oral pledge for his Government that hereafter German submarines would not sink "liners" without warning.

11. February, 1916. (After still more debatable sinkings) Germany makes proposals looking toward "assuming liability" for the *Lusitania* victims, but the whole case is soon complicated again by the "armed ship" issue.

12. March 24, 1916. Sinking of the *Sussex*, passenger vessel with Americans on board.

13. April 10, 1916. Germany cynically tells United States she can not be sure whether she sunk the *Sussex* or not, although admitting one of her submarines was active close to the place of disaster.

14. April 18, 1916. President Wilson threatens Germany with breach of diplomatic relations if *Sussex* and similar incidents are repeated.

15. May 4, 1916. Germany grudgingly makes the promise that ships will not be sunk without warning.

16. October 8, 1916. German submarine appears off American coast and sinks British passenger steamer *Stephano* with many American passengers (vacationists returning from Newfoundland) on board. Loss of life almost certain had not American men-of-war been on hand to pick up the refugees.

[From this time until final break several other vessels sunk under circumstances which made it at least doubtful whether Germany was living up to her pledges.]

17. January 31, 1917. Germany tears up her promises and notifies Mr. Wilson she will begin "unrestricted submarine war."

18. February 3, 1917. Mr. Wilson gives Count Bernstorff his passports and recalls Ambassador Gerard from Berlin.

In all modern history it may be doubted if there is another chapter displaying such prolonged patience, forbearance, and conciliatoriness as that shown by Mr. Wilson and Mr. Lansing in the face of a long course of deliberate evasion and prevarication to them personally, as well as outrage after outrage upon the property, and still more, upon the lives of very many American citizens.

We shall happily still have an opportunity to prove that friendship in our daily attitude and actions toward the millions of men and women of German birth<sup>38</sup> and native sympathy who live among us and share our life, and we shall be proud to prove it toward all who are in fact loyal to their neighbors and to the Government in the hour of test. They are most of them as true and loyal Americans as if they had never known any other fealty or allegiance. They will be prompt to stand with us in rebuking and restraining the few who may be of a different mind and purpose. If there should be disloyalty, it will be dealt with with a firm hand of stern repression;<sup>39</sup> but if it lifts its head at all, it will lift it only here and there and without countenance except from a lawless and malignant few.

<sup>38</sup> On April 16, 1917, President Wilson issued a proclamation in which he asserted that "alien enemies" who preserved the peace, kept the laws, and gave no aid to the enemies of the United States "shall be undisturbed in the peaceful pursuit of their lives and occupations, and shall be accorded the consideration due to all peaceful and law-abiding persons, and toward such [persons] all citizens of the United States are enjoined to preserve the peace and to treat them with all such friendliness as may be compatible with loyalty and allegiance to the United States."

In May the Attorney General issued a statement congratulating the country on the friendly relations between Americans and German residents, the absence of disorders, and the necessity of interning only a very small number of persons (about 125), an insignificant fraction of the whole number of German citizens in this country.

At almost the same time the cables carried dispatches that the German police had ordered strict measures of oversight and restraint for the few Americans remaining in Germany, although all such persons were probably people whose ties with Germany made them almost more at home there than in their nominal country.

<sup>39</sup> The treason statutes of the United States have seldom been invoked, but they exist and possess teeth.

It is treason to "levy war against the United States, adhere to their enemies, or give them aid or comfort." (Ch. 1, sec. 1, Rev. Stat.) The penalty is death, or imprisonment for at least five years, and a fine of at least \$10,000.



It is "misprision of treason" to know of any treasonable plots or doings and fail to report the same to the authorities. The penalty is seven years' imprisonment. The penalty for inciting a rebellion or insurrection is 10 years, and the crime of entering into any correspondence with a foreign government to influence it in any dispute with the United States, or to defeat any measures taken by our Government, calls for three years' imprisonment. (Ch. 1, sec. 5.) There is also a penalty of six years' imprisonment for any seditious conspiracy to oppose the authority of the United States.

All these laws President Wilson has, by recent proclamation (Apr. 6, 1917), reminded the people are in full force.

"Giving aid and comfort to the enemies of the United States" has been defined in the courts (30 Federal Cases, No. 18272), as—

"In general, any act clearly indicating a want of loyalty to the Government and sympathy with its enemies, and which by fair construction is directly in furtherance of their hostile designs." Such deeds are, of course, liable to all the penalty of treason.

In extreme cases also, of "rebellion and invasion" the Constitution specifically gives the Government power to suspend the writ of habeas corpus (Constitution, Art. I, sec. 9, par. 2); in other words, to arrest and imprison on mere suspicion without trial, and this was actually done in the Civil War.

It is a distressing and oppressive duty, gentlemen of the Congress, which I have performed in thus addressing you. There are, it may be, many months of fiery trial and sacrifice ahead of us. It is a fearful thing to lead this great, peaceful people into war, into the most terrible and disastrous of all wars, civilization itself seeming to be in the balance.

But the right is more precious than peace, and we shall fight for the things which we have always carried nearest our hearts<sup>40</sup>—for democracy, for the right of those who submit to authority to have a voice in their own Governments, for the rights and liberties of small nations, for a universal dominion of right by such a concert of free people as shall bring peace and safety to all nations and make the world itself at last free.

<sup>40</sup> Abraham Lincoln (second inaugural address, 1865):

"With malice toward none, with charity for all, with firmness in the right as God gives us to see the right, let us finish the work we are in—to bind up one another's wounds, to care for him who shall have borne the battle, and for his widow and orphans; to do all which may achieve and cherish a just and lasting peace among ourselves and with all nations."

Friedrich von Bernhardi (German lieutenant general, and acceptable mouthpiece, not of the whole German nation, but of the Prussian military caste which holds the German nation in its grip):

"Might is at once the supreme right, and the dispute as to what is right is decided by the arbitrament of war" (p. 23).

The idea is presumptuous that "the weak nation is to have the same right to live as a powerful and vigorous nation" (p. 34).

"The inevitableness, the idealism, and the blessedness of war as the indispensable and stimulating law of development must be repeatedly emphasized" (p. 37).

"Our people must learn to feel that the maintenance of peace never can or may be the goal of a policy" (p. 37, "*Germany and the Next War*").

Which of these two national viewpoints is to be allowed to dominate the world?

To such a task we can dedicate our lives and our fortunes, everything that we are and everything that we have with the pride of those who know that the day has come when America is privileged to spend her blood and her might for the principles that gave her birth and happiness and the peace which she has treasured.

God helping her, she can do no other.

#### A COMPACT SUMMARY OF THE GRIEVANCES OF THE UNITED STATES AND THE NECESSITY OF WAR.

Indictment of German policy by Mr. G. E. Foss, of Illinois, a Member of Congress (debate in House of Representatives, Apr. 6, 1917):

"As a reward for our neutrality what have we received at the hands of William II?

"He has set the torch of the incendiary to our factories, our workshops, our ships, and our wharves.

"He has laid the bomb of the assassin in our munition plants and the holds of our ships.

"He has sought to corrupt our manhood with a selfish dream of peace when there is no peace.

"He has willfully butchered our citizens on the high seas.

"He has destroyed our commerce.

"He seeks to terrorize us with his devilish policy of frightfulness.

"He has violated every canon of international decency and set at naught every solemn treaty and every precept of international law.

"He has plunged the world into the maddest orgy of blood, rapine, and murder which history records.

"He has intrigued against our peace at home and abroad.

"He seeks to destroy our civilization. Patience is no longer a virtue, further endurance is cowardice, submission to Prussian demands is slavery."













WAR DEPARTMENT  
OFFICE PROVOST-MARSHAL-GENERAL

FORM 21, P. M. G. O.

BULLETIN  
OF  
INFORMATION  
FOR  
PERSONS REGISTERED



1917



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917



## **BULLETIN OF INFORMATION FOR PERSONS REGISTERED.**

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**FORM 21, P. M. G. O.**

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### **I.**

#### **LOCAL BOARDS.**

In every county in the United States and for every city of over 30,000 there are one or more local exemption boards. Each of such boards is in charge of the registration cards of persons registered in the area over which the board has jurisdiction, and has jurisdiction of all claims for exemption except those based on industrial grounds. Find out what board has your card and where the office of that board is.

### **II.**

#### **DISTRICT BOARDS.**

In every Federal judicial district there are one or more district boards having appellate jurisdiction over a number of local boards and having original jurisdiction of claims for exemption on industrial grounds. If you intend to make a claim on industrial grounds, including agriculture, learn what district board to apply to.

### **III.**

#### **RED INK SERIAL NUMBERS.**

Every board has numbered the cards in its jurisdiction with red ink in a series running from 1 to the number representing the total number of cards in its jurisdiction. Lists showing the names of persons in the jurisdiction of each board and the red ink number of each card are open to inspection at the office of each board.

Inspect the list and inform yourself of your red ink serial number.

### **IV.**

#### **ORDER OF LIABILITY.**

These red ink numbers are to be drawn by lot to determine the order in which registered persons are to be called by the various local boards. As soon as the drawing is complete lists showing the order in which these red ink numbers are drawn will be published in the press, and will be posted at the office of each local board.

Go to your local board and find out the order in which you stand for call.

### **V.**

#### **CALL FOR EXAMINATION.**

As soon as quotas are assigned to each State and each board, each board will call upon persons whose cards are in its jurisdiction instructing them to present

themselves for examination. This call will be posted at the office of the local board and the papers will be requested to print it. A notice will also be mailed to you, *but the posting of the list at the office of the board will be deemed sufficient notice to charge you with the duty of presenting yourself.* The law therefore makes it your duty to inform yourself when you are called. The mailing is for your convenience, but if the letter never reaches you, you can not make that an excuse.

**Watch the lists at the office of your board and see when you are called for examination.**

## VI.

### PHYSICAL EXAMINATION.

You must report for physical examination on the day named in your call.

(a) *If you are found physically disqualified* the board will give you a certificate which will explain to you what your further duties are.

(b) *If you are found physically qualified and file a claim for exemption within 7 days after your call* you will be given 10 days after filing your claim of exemption to file proof in support of your claim of exemption. See (VII) below.

(c) *If you are found physically qualified and file no claim for exemption, or if you do not appear for physical examination*, your name will be posted to the district board as one who was called for military service and was not exempted or discharged. On the eighth day after call, or within two days thereafter, copies of the list of persons so posted to the district boards will be given to the press with a request for publication, will be posted in a place at the office of the local board accessible to the public view, and notice will be mailed to you at the address on your registration card.

**Therefore watch the notices posted in the office of the board about 10 days after the day you were called and make arrangements for the prompt receipt of mail.**

## VII.

### SEVEN DAYS TO FILE CLAIMS OF EXEMPTION OR DISCHARGE.

[Except for industrial or agricultural reasons.]

#### NOTE.

(a) No claim of discharge on account of the industry in which you are engaged can be decided by a local board. (See Par. XV below.)

(b) **Whether you file a claim of exemption or not, you must present yourself for physical examination on the day named in the notice.**

*From the day* notice that you are called is mailed and posted you have seven days in which you may file a claim of exemption or discharge. The form for filing this claim is simple. If you wish to file such a claim—

(a) Go to the board and get Form 110 for exemption or Form 121 for discharge. If the board has not the printed forms ask to consult the form pamphlet and copy the form shown there.

(b) Fill out the proper form and file it with the board.

(c) Do this within seven days of the posting and mailing of notice to you to present yourself.

The following are the only grounds for exemption:

1. That you are an officer, legislative, executive, or judicial of the United States, a State or Territory, or the District of Columbia.
2. That you are a regular or duly ordained minister of religion.
3. That you were on May 18, 1917, a student preparing for the ministry in any recognized theological or divinity school.
4. That you are in the military or naval service of the United States.



5. That you are a subject of Germany, whether you have taken out papers or not.

6. That you are a resident alien who has not taken out first papers.

In addition to claims for exemption claims for discharge may be made on any of the following grounds, which are the only grounds for discharge by a local board.

1. That you are a county or municipal officer.

2. That you are a customhouse clerk.

3. That you are employed by the United States in the transmission of mails.

4. That you are an artificer or workman employed in an armory, arsenal, or navy yard of the United States.

5. That you are employed in the service of the United States (under certain conditions). See paragraph (c) of section 20, Regulations.

6. That you are a licensed pilot regularly employed in the pursuit of your vocation.

7. That you are a mariner actually employed in the sea service of any citizen or merchant within the United States.

8. That you are a married man with a wife or child dependent on you for support.

9. That you have a widowed mother dependent on your labor for support.

10. That you have aged or infirm parents dependent upon your labor for support.

11. That you are the father of a motherless child under 16 dependent upon your labor for support.

12. That you are a brother of an orphan child or children under 16 dependent on your labor for support.

13. That you are a member of any well-recognized religious sect or organization organized and existent May 18, 1917, and whose then existing creed or principles forbade its members to participate in war in any form and whose religious convictions are against war or participation therein in accordance with the creed or principles of said religious organization.

These are the only grounds for exemption or discharge by a local board.

Another person can file a claim in your behalf, but must use different forms in filing the claim.

## VIII.

### TEN DAYS AFTER FILING CLAIM TO FILE PROOF.

Your claim of exemption or discharge must be filed within seven days of the day on which notice to you that you are called was posted and mailed. But after you have filed your claim for exemption or discharge you have ten days within which to file proof.

The method of proving claims is very simple but it is rather exact. If you follow the rules given below you will have done what is required of you.

**First.** Go to the local board and consult the regulations to find out the form number of the affidavits that you must submit for your particular claim.

**Second.** Ask the board for the blank affidavits that are necessary in presenting your proof; if the board has not the forms, ask to consult the pamphlet of forms.

**Third.** Have the affidavits properly accomplished and return them to the board within the time limit assigned you—10 days from the filing of your claim.

**Remember :**

(a) You must submit your proof in the prescribed form and the board has no authority to exempt or discharge you unless you submit **all** the affidavits required by regulations.

(b) There will be no argument before the board and no proof other than the prescribed affidavits unless the board calls for other proof which it will do in only a limited number of cases.

**IX.**

**WHEN CLAIMS ARE DECIDED.**

Every claim for discharge or exemption will be decided by the local board within three days after your affidavits have been filed.

**X.**

**CERTIFICATE OF EXEMPTION OR DISCHARGE.**

If your claim is allowed a certificate of exemption or discharge will be issued to you.

**Remember :**

(a) This certificate may be recalled at any time.

(b) If it is temporary or conditional, it becomes of no effect when the time or the condition named are fulfilled.

(c) You have been drawn for military service and when the condition that has postponed your posting to the colors ceases you may be recalled at any time.

(d) Remember that your case may still be appealed to the district board by the Government and on this appeal your certificate may be withdrawn at once. When so withdrawn you stand precisely as though you had been selected for military service by the local board.

**XI.**

**ADVERSE DECISIONS ON CLAIM.**

If your claim is disallowed by the local board your name will be certified and sent by the local board to the district board as one who has been called for military service and not exempted or discharged. Within two days thereafter, if practicable, a list of those so certified to the district board will be given to the press with a request for publication, will be posted in the offices of the local board accessible to the public view, and notice will be mailed to the address on your registration card.

Therefore, if you have filed a claim for exemption and proof in support thereof, watch the notices in the office of the local board beginning about five days after you have filed your proof to see what disposition was made of your case and make arrangements for the prompt receipt of mail.

**XII.**

**HOW TO CLAIM APPEALS TO DISTRICT BOARDS.**

Claims of appeal may be made by a person within 10 days after the day when notice has been posted and mailed that such person's name has been certified to the district board as one who has been called for service and not exempted or discharged.

Therefore if you desire to appeal—

1. Go to the local board and get or copy Form 153 or 154 for filing your claim of appeal.
2. Get or copy also Form 151 or 152 for notifying the district board of appeal.
3. File your claim of appeal (153 or 154) with the local board.
4. Send your notice of appeal (Form 151 or 152) to the district board.
5. Do this within 10 days from the day when notice that your name was certified to the district board was posted and mailed.

Remember:

1. You can only appeal the final order of the board exempting or discharging or refusing to exempt or discharge you. You can not appeal other orders or action of the local board.

### XIII.

#### PROVING YOUR APPEAL.

You have five days after the district board receives your notice that you have filed a claim of appeal in which to file evidence additional to that filed by you in the local board, but all such evidence must consist of affidavits.

### XIV.

#### DECISIONS ON APPEAL.

The decision on your appeal must be made within five days of the closing of proof, and you will be notified by mail of the action of the board on your appeal.

### XV.

#### CLAIMS FOR DISCHARGE ON INDUSTRIAL GROUNDS.

Only the district board can receive claims for discharge on the ground that you are engaged in industry, including agriculture found to be necessary to the maintenance of the military establishment, the effective operation of the military forces, or the maintenance of national interest during the emergency.

Such claims must be filed with the district board *on or before the fifth day after the mailing and posting of notice that you have been certified by the local board as one who has been called for service and not exempted or discharged.*

If you desire to file such a claim:

1. Get or copy at the local or district board Form 161 or 161a.
2. Fill the form out properly.
3. File it with the district board within five days after the mailing and posting of notice that your name has been certified from the local board to the district board.

See section 44, Regulations.

### XVI.

#### PROOF IN SUPPORT OF INDUSTRIAL CLAIM.

Only affidavits can be used in filing proof before the district board of a claim for exemption on industrial grounds. All such affidavits must be filed within five days after the filing of the claim.

## WAGE TABLE

INCOME PER WEEK	EQUALS PER MONTH	EQUALS PER YEAR
\$10.00 .....	\$43.33 .....	\$520.00
11.00 .....	47.66 .....	572.00
12.00 .....	52.00 .....	624.00
13.00 .....	56.33 .....	676.00
14.00 .....	60.66 .....	728.00
15.00 .....	65.00 .....	780.00
16.00 .....	69.33 .....	832.00
17.00 .....	73.66 .....	884.00
18.00 .....	78.00 .....	936.00
19.00 .....	82.33 .....	988.00
20.00 .....	86.66 .....	1040.00
21.00 .....	91.00 .....	1092.00
22.00 .....	95.33 .....	1144.00
23.00 .....	99.66 .....	1196.00
24.00 .....	104.00 .....	1248.00
25.00 .....	108.33 .....	1300.00
26.00 .....	112.66 .....	1352.00
27.00 .....	117.00 .....	1404.00
28.00 .....	121.33 .....	1456.00
29.00 .....	125.66 .....	1508.00
30.00 .....	130.00 .....	1560.00
31.00 .....	134.33 .....	1612.00
32.00 .....	138.66 .....	1664.00
33.00 .....	143.00 .....	1716.00
34.00 .....	147.33 .....	1768.00
35.00 .....	151.66 .....	1820.00
36.00 .....	156.00 .....	1872.00
37.00 .....	160.33 .....	1924.00
38.00 .....	164.66 .....	1976.00
39.00 .....	169.00 .....	2028.00
40.00 .....	173.33 .....	2080.00
41.00 .....	177.66 .....	2132.00
42.00 .....	182.00 .....	2184.00
43.00 .....	186.33 .....	2236.00
44.00 .....	190.66 .....	2288.00
45.00 .....	195.00 .....	2340.00
46.00 .....	199.33 .....	2392.00
47.00 .....	203.66 .....	2444.00
48.00 .....	208.00 .....	2496.00
49.00 .....	212.33 .....	2548.00
50.00 .....	216.66 .....	2600.00
51.00 .....	221.00 .....	2652.00
52.00 .....	225.33 .....	2704.00
53.00 .....	229.66 .....	2756.00
54.00 .....	234.00 .....	2808.00
55.00 .....	238.33 .....	2860.00

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*U.S. Provost-marshal-  
-general's bureau.*

# REGISTRATION REGULATIONS

PREScribed BY THE PRESIDENT UNDER  
AUTHORITY OF THE ACT OF CONGRESS  
APPROVED MAY 18, 1917



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917



WAR DEPARTMENT.  
*Washington, May 18, 1917.*

Under authority vested in him by the Act of May 18, 1917, the PRESIDENT OF THE UNITED STATES prescribes the following Registration Regulations and directs that they be published for the government of all concerned, and that they be strictly observed.

NEWTON D. BAKER,  
*Secretary of War.*

## REGISTRATION REGULATIONS.

[Prescribed by the President under the act of Congress approved May 18, 1917.]

1. *Prescribed by the President.*—These regulations are prescribed by the President under the authority vested in him by the act of Congress authorizing the President to increase temporarily the military establishment of the United States, approved May 18, 1917, and may by him be modified at any time.

2. *Scope of the regulations.*—These regulations pertain only to the registration of all male persons in the United States, the Territories, and the District of Columbia between the ages of 21 and 30, both inclusive, and are published for the direction and guidance of all concerned. These regulations do not cover the process of the selective draft, which is entirely separate from the registration and will be governed by regulations to be promulgated hereafter. However, the registration boards under designation by the President will be made to constitute the local boards for the execution of the selective draft. While changes in the general plan may be necessary in some States and Territories in order to accommodate peculiarities of local organization, the idea of national supervision and State execution will be followed throughout the raising of our new armies by selective draft. It is believed that this method best expresses the American genius for self-government and affords a just and effective execution of the law.

3. *Persons required by the act to present themselves for registration.*—Section 5 of the act of Congress approved May 18, 1917, provides—

That all male persons between the ages of twenty-one and thirty, both inclusive, shall be subject to registration in accordance with regulations to be prescribed by the President; and upon proclamation by the President or other public notice given by him or by his direction stating the time and place of such registration it shall be the duty of all persons of the designated ages, except officers and enlisted men of the Regular Army, the Navy, and the National Guard and Naval Militia while in the service of the United States, to present themselves for and submit to registration under the provisions of this Act; and every such person shall be deemed to have notice of the requirements of this Act upon the publication of said proclamation or other notice as aforesaid given by the President or by his direction; and any person who shall willfully fail or refuse to present himself for registration or to submit thereto as herein provided, shall be guilty of a misdemeanor and shall, upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, and shall thereupon be duly registered: *Provided*, That in the call of the docket precedence shall be given, in courts trying the same, to the trial of criminal proceedings under this Act: *Provided further*, That persons shall be subject to registration as herein provided who shall have attained their twenty-first birthday and who shall not have attained their thirty-first birthday on or before the day set for the registration, and all persons so registered shall be and remain subject to draft into the forces hereby authorized, unless exempted or excused therefrom as in this Act provided: *Provided further*, That in the case of temporary absence from actual place of legal residence of any person liable to registration as provided herein such registration may be made by mail under regulations to be prescribed by the President.

4. *Persons required to register.*—Male persons who shall have attained their twenty-first birthday and shall not have attained their thirty-first birthday on or before the day set for registration by the President must register. The only exceptions are persons in the military or naval service of the United States, which includes all officers and enlisted men of the Regular Army, the Navy, the Marine Corps, and the National Guard and Naval Militia while in the service of the United States, and officers in the Officers' Reserve Corps and enlisted men in Enlisted Reserve Corps while in active service. All male civil officers of the United States, of the several States, Territories, and the District of Columbia within the designated ages must register. All male persons within the designated ages engaged in making the present registration must register.

5. *Agencies authorized to be employed.*—Section 6 of the act of Congress of May 18, 1917, provides—

That the President is hereby authorized to utilize the service of any or all departments and any or all officers or agents of the United States and of the several States, Territories, and the District of Columbia, and subdivisions thereof, in the execution of this Act, and all officers and agents of the United States and of the several States, Territories, and subdivisions thereof, and of the District of Columbia, and all persons designated or appointed under regulations prescribed by the President whether such appointments are made by the President himself or by the governor or other officer of any State or Territory, to perform any duty in the execution of this Act, are hereby required to perform such duty as the President shall order or direct, and all such officers and agents and persons so designated or appointed shall hereby have full authority for all acts done by them in the execution of this Act by the direction of the President. Correspondence in the execution of this Act may be carried in penalty envelopes bearing the frank of the War Department. Any person charged as herein provided with the duty of carrying into effect any of the provisions of this Act or the regulations made or directions given thereunder who shall fail or neglect to perform such duty; and any person charged with such duty or having and exercising any authority under said Act, regulations, or directions, who shall knowingly make or be a party to the making of any false or incorrect registration, physical examination, exemption, enlistment, enrollment, or muster; and any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this Act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this Act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this Act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct.

It will be found by an examination of these regulations which contain the President's directions to officers of the Nation, State, counties, and municipalities, and to other persons designated to perform duties in connection with the registration, that the President has directed specific duties to be performed by certain of such officers and that he has authorized the governors of States and officers of counties and municipalities to employ certain persons as agencies in the execution of this act. Since the act prescribes the penalty of imprisonment (with no alternative of fine) for the failure or neglect of such officers and agencies to perform duties so prescribed by the President, every person charged with duties should carefully study the instructions in general, and in particular so much thereof as pertains to his own peculiar duties.



## PART I.—ADMINISTRATIVE SYSTEM.

6. *Provost Marshal General.*—Under the Secretary of War, the administrative office of the Federal Government for the execution of the registration and the selective draft, provisions of said act, is the office of the Provost Marshal General. This office shall consist of the Provost Marshal General and such assistants and departments as may be necessary. All correspondence relating to the execution of said act shall be addressed to the said office.

7. *State governors and adjutants general.*—In the execution of the law in each State, the governor thereof, through the Adjutant General of the State, is requested to act under the regulations and rules prescribed by the President or under his direction. The office of the Adjutant General shall be the central administrative office of the system in the State. In this office shall be kept all data as to the registration and draft in the State. One copy of all registration cards will be sent there by the clerks of all registration boards in counties or similar subdivisions and by the mayors of cities of 30,000 population or over.

8. *Disbursing officer.*—The President will designate a disbursing officer for each State and Territory and for the District of Columbia. It shall be the duty of this officer to obtain funds from the War Department and to make disbursements to meet expenses incurred within his jurisdiction in connection with the registration and draft. Before funds are placed to the credit of a disbursing officer he will furnish a bond as required by law. Unless the service is rendered gratuitously, the disbursing officer will receive compensation at a rate to be determined by the Secretary of War, with due regard for the amount of work required. The Provost Marshal General will furnish each disbursing officer with detailed instructions concerning his duties.

9. As far as possible, the execution of the law in each State will be accomplished by State, county, and municipal officers and agencies.

The following is essential to the preservation of uniformity in the national system:

(a) That the grand subdivisions for administration shall be the States under the direction of the governors.

(b) That each State shall be divided into a number of districts corresponding normally to the county, and where there is a county administrative organization, the county unit must be used.

In the New England States and elsewhere where there is no county administrative organization, the town, township, or parish unit should be used; that is, the unit corresponding to a county in States having county organizations. All cities of 30,000 population or over and the independent cities in the State of Virginia will be excluded from the jurisdiction of the including counties, towns, townships, or parishes of similar subdivisions. Counties that have no administrative organization will be within the jurisdiction of the county to which they pertain under State law for judicial purposes. Since the county is the normal subdivision, the word "county" as used herein will be taken to indicate the New England "town" and other similar subdivisions existing in other States where there is no county organization. The execution of the law in each county or similar subdivision shall, in respect of registration, be intrusted to a Board

of Registration consisting of at least three members to be named by the governor and composed of local authorities or other citizens residing in such county or other subdivision. No member thereof shall be connected with the Military Establishment.

Normally the county board or board of a similar subdivision should consist of the sheriff, the county clerk, and the county physician. Where it is not practicable so to constitute the board, the governor may name other local authorities, or, in his discretion, other citizens residing in such subdivision. But these regulations are written in terminology that contemplates the normal board. Therefore, wherever the word "sheriff" is used it shall be taken to intend the executive officer of the board, and wherever the words "county clerk" are used they shall be taken to intend the recorder of the board and the custodian of its records, and wherever the words "county physician" are used, they shall be taken to intend the surgeon of the board. If there is no medical officer in the county or other similar subdivision, or where the medical or health officer of such subdivision is not a licensed physician, or where the governor or the mayor in the case of cities of 30,000 population or over deem it advisable not to constitute a local medical officer surgeon of the board, the governor or mayor, as the case may be, may name a licensed physician to act as surgeon of the board.

(c) The actual registration in each county or similar subdivision and in cities of 30,000 population or over must be made in the voting precincts, and there must be at least one place for registration in each voting precinct. The executive officer of the board of registration having jurisdiction in the area shall select a registrar or registrars for each precinct within the jurisdiction of such board. Where there is more than one registrar, one of them will be designated by the executive officer of the board as chief registrar as hereinafter provided.

The President or governor may remove any person from registration boards while such boards are acting as registration boards and may substitute another in his place whenever it is found that the interests of the Nation demand it. After such registration boards are appointed as the local boards to execute the selective draft, the governor or mayor should recommend such removal to the President when such removal is deemed to be in the public interest.

10. *In cities of over 30,000 population.*—Cities of 30,000 population or over shall not be in the jurisdiction of the county board of registration but shall be under the jurisdiction of the mayor or other officer or officers corresponding to a mayor. In such cities the mayor shall, subject to the right of the President or the governor to remove and substitute, appoint one registration board consisting of three members, one of whom shall be a licensed physician, for approximately each 30,000 of population in such city according to the last census or last estimate. The members of such boards shall be chosen from citizens residing in the respective areas in which such boards will respectively have jurisdiction. No member thereof shall be connected with the Military Establishment. Where, by reason of the division of the city into wards or boroughs, it is advisable to appoint registration boards for fractions of the population less or greater than 30,000, but of approximately that number, the mayor is hereby given authority to do so.



The duties of such city registration boards shall be analogous to the duties of the county registration boards provided for herein, except that such boards of registration in cities shall, instead of forwarding the copies of the original registration cards hereinafter required to be done and other returns to the office of the Adjutant General of the State, forward such returns to the mayor of their respective cities, who shall collect and receive and forward all such copies and reports from such city and shall conduct all correspondence for the boards of registration in such cities with the office of the Adjutant General.

In all cases each board of registration in the counties or similar subdivisions and in cities of 30,000 population or over shall maintain an office of record in which will be kept the original of the registration cards of all persons registering within the jurisdiction of the board and copies of all reports and returns made by such board.

The independent cities in Virginia of less than 30,000 population will be considered and treated as cities in other States of 30,000 population or over, and rules and regulations herein prescribed for such cities shall apply to the independent cities in Virginia.

11. One registration board shall be appointed by the President, or by his direction, in the District of Columbia, and the registration therein shall be made in the various police precincts thereof or such other subdivisions thereof as may be prescribed by the Commissioners of the District of Columbia, who are hereby authorized to make such exceptions to the general plan of precinct registration as seem to be required by the peculiar character of the government of the District of Columbia.

12. *Jurisdiction of county and city officials.*—When a county or similar subdivision contains a city of 30,000 population or over, the county registration board, as provided herein, shall have jurisdiction of the county or similar subdivisions, exclusive of the city. The jurisdiction of the registration board in cities of 30,000 population or over, as provided herein, shall be independent of the board of registration in the county or similar subdivision.

13. *Registration districts shall consist of customary voting precincts.*—The registration in each county or similar subdivision in any State and in cities of 30,000 population or over shall be made in the customary voting precincts thereof in the places and in the manner ordinarily employed in the registration of voters so far as the same is not inconsistent with said Act, and these rules and regulations.

14. *Appointment of registrars.*—For the purpose of making the registration, the sheriff, or other executive officer of the several registration boards in counties or similar subdivisions, and in the case of cities of 30,000 population or over, the executive officer of each board of registration appointed by the mayor to have jurisdiction over subdivisions of the city, each having approximately 30,000 population, shall appoint one or more registrars for each voting precinct in the jurisdiction of such board, in accordance with the following rules:

(a) For each precinct of a total population of less than 800, one registrar shall be appointed.

(b) For approximately each additional 800 of population in any voting precinct, an additional registrar shall be appointed.

(c) Registrars should be competent clerks, whose handwriting is legible and neat.

(d) Registrars should be selected with due regard to their qualifications for the duties prescribed, and must be citizens of the United States and residents of the precincts for which they are appointed, and should be persons who have lived long enough in those precincts to be well acquainted with the inhabitants thereof.

(e) If more than one registrar is appointed for a precinct because of its population, one registrar shall be designated chief registrar, who shall be responsible for the custody of all registration cards, reports, and records in that precinct.

(f) The compensation to be paid for the services of registrars is \$4. Volunteer registrars who offer their services free of charge may be appointed and sworn in such numbers as may be conveniently used in any precinct. If the regularly appointed registrars serve without compensation, their names, together with the names of all such volunteers, should be reported on Form 2 to the Board of Registration having jurisdiction of the precinct, who will consolidate such lists and report them to the office of the Adjutant General or to the mayor in the case of cities of 30,000 population or over.

15. *County and city attorneys.*—Prosecuting attorneys and city attorneys or city counsel shall act as legal advisers of registration boards and registrars, and shall aid and advise in all matters touching the registration. All officers of the State and Federal Governments are hereby enjoined to render such assistance as may be required in the execution of the law and of these regulations.

16. *Police officers.*—Police officers of any grade or class, of town, township, county, or State, and all officers or agents of the Federal Government are required to render every assistance in the execution of this law. It is especially made the duty of such police officers to see that all male persons within the designated ages have registered and to report those who have not registered to the proper registration board for such action as may be necessary. Police officers may require any person subject to registration to exhibit his registration certificate.

17. *Agents of publicity.*—For the purpose of giving the widest possible publicity to the President's proclamation, that the public may understand the true intent and purpose of the act of Congress requiring registration and these rules and regulations, the great news-gathering and disseminating agencies are called upon to lend their utmost efforts in giving publicity to the President's proclamation and these rules and regulations prescribed by him in every newspaper and periodical of every class, character, and purpose in the United States.

18. *Post Office Department and postmasters.*—The Postmaster General will cause copies of the President's proclamation to be mailed with the utmost dispatch to every postmaster in the United States with instructions to such postmasters to post copies of the proclamation in at least three public and conspicuous places in the vicinity of each post office.



## PART II.—DUTIES OF OFFICERS.

### A. DUTIES OF GOVERNORS AND MAYORS.

19. *Notification to boards of registration in counties or similar subdivisions.*—It shall be the duty of the governor of each State, Territory, and the Commissioners of the District of Columbia to supervise the execution of the registration and draft in their respective States, Territories, and in the District of Columbia. Immediately upon receiving notice, by telegram or otherwise, of the President's proclamation calling upon all male persons of the designated ages to present themselves at their accustomed voting places for registration, the governor shall, by telegram, appoint registration boards in all counties or similar subdivisions, but not in cities of 30,000 population or over, within his jurisdiction, where such appointments have not already been made, and shall notify such registration boards of the designated date for registration and of their duties, and shall direct the sheriff or other executive officer of each board in every county or similar subdivision to appoint suitable persons as registrars in each voting precinct in the respective counties or similar subdivisions, in case such appointments shall not previously have been made.

20. *Notification in the case of cities of 30,000 population or over.*—In the case of a city of 30,000 population or over, a similar notification and direction shall be transmitted by the governor to the mayor, or other officer or officers holding similar office, directing him to appoint boards of registration as hereinbefore provided—that is, one for approximately each 30,000 of population in such city, unless such boards shall previously have been appointed. The governor shall satisfy himself that all such appointments shall have been made and the fact of such appointments reported to him by the sixth day after the day of the President's proclamation. The governor shall also notify the wardens of penitentiaries and other penal institutions located within the boundaries of his State that they are charged with the registration on the day set for registration of the inmates of such institutions who are required to register.

21. *Shall provide for registration booths.*—The governor shall request the sheriff or other executive officer of each county board of registration, or boards of similar subdivisions, in his State to provide a suitable place for registration in each voting precinct in his jurisdiction. Normally, the regular voting booths or places for voting in each precinct shall be used.

In the case of cities of 30,000 population or over the governor should make such request to the mayor or other officer or officers holding a similar position. It will thereupon become the duty of the mayor to instruct the executive officer of each board of registration within such city to see that a suitable place for registration is provided in each voting precinct in the jurisdiction of the board of which he is a member. To this end the governor and the mayor should obtain the cooperation of the proper election commissioners or other custodians or officers in charge of election booths or public buildings ordinarily charged with obtaining places to be used as election booths at the time of elections. All expenses incurred in connection with providing such booths will be compensated for by the Federal Government.

22. *Telegraphic correspondence with Provost Marshal General.*—Any matter that requires the attention of the War Department will be reported to the Provost Marshal General. The telegraph will be used for matters that do not admit of delay.

23. *Blank forms.*—Blank forms and copies of these instructions for registration will be mailed from the office of the Provost Marshal General in installments in time for the last installment to reach the sheriff of each county, or similar subdivision, and the mayor of each city of 30,000 population or over in the United States on the fifth day after the date of the President's proclamation. The number of such forms to be sent to each county will be computed from estimates made by the Census Bureau. The computation will, in many cases, be inexact, and a sufficient number of copies to supply deficiencies will be mailed to the governor of each State and Territory. It is contemplated that this surplus supply will also be sufficient for the registration of the inmates of penal institutions, and the governor is charged with the distribution of forms for that purpose. At the time the last installment is sent to each sheriff and each mayor of cities of 30,000 population or over there will be mailed a statement of the total number of forms which should have been received. The sheriff or mayor will immediately verify this number and, on the sixth day after the President's proclamation, notify the governor by telegram that he has received all cards and forms and all is in readiness in his county or city. This telegraphic report will be made on Form 10. In case of deficiencies in the supply of forms received, the sheriff or mayor will add to the telegraphic report to the governor a request for a number of copies sufficient to supply such deficiencies. These supplies will be sent out by the governor with the least possible delay, under labels (to be furnished with the governor's supply of blank forms) requiring postmasters to handle the form as first-class mail.

24. *Expedition required.*—The governors are earnestly requested to use their best efforts to speed the work of preparation for the registration. On the sixth day after the proclamation all forms will be in the hands of sheriffs and mayors of cities of 30,000 population or over, and all registrars should be appointed. On the eighth day all registrars must be instructed in their duties, all blank forms and copies of these regulations must be in the hands of the registrars for each voting precinct, and copies of the President's proclamation should have been posted in every post office in the United States, and all the registration places should have been prepared; in short, the entire machinery of registration in the continental United States should be in readiness.

25. *Reports of readiness.*—On the sixth day after the President's proclamation sheriffs and executive officers of all boards of registration in counties or similar subdivisions, and mayors of cities of 30,000 population or over, will report to the governors by telegram concerning the state of the supply of forms and appointment of registrars. Upon receipt of these reports, governors will report to the Provost Marshal General by telegram calling attention to any matters that need attention and, in case there are no such matters, confirming the receipt of complete supplies of forms and indicating whether the organization is in readiness in their States.



26. *Returns of registrations.*—In accordance with the instructions herein, summaries of the county and city returns will be telegraphed by boards of registration in counties or similar subdivisions and by mayors of cities of 30,000 population or over to the governor on Form 3 on the day after registration. These telegraphic summaries will be uniform in each county of each State and in such cities and will contain the column numbers on Form 2, and immediately upon the receipt of these telegraphic reports the governor shall cause the telegraphic returns for his State to be consolidated on Form 4 and telegraphed to the provost marshal general in Washington.

27. If the governor should be of the opinion that the law can not be executed fully, faithfully, and effectively in any city or county, or similar subdivision, by the means thus provided, either because officers have refused to act or because, although no refusal has been indicated, the governor has reason to believe that the law will not be executed, he will report the same by telegraph to the provost marshal general without delay.

28. *Summarizations.*—In addition to the telegraphic return mentioned in the preceding paragraph each board of registration in each county or similar subdivision and mayor of each city of 30,000 population or over shall report to the governor by mail on blank Form No. 2 a complete summarization of the registration in his county or city. These summarizations must be consolidated by the governor on form No. 2 and forwarded to the office of the provost marshal general by mail without delay. A list of persons in each county who have rendered uncompensated service should be obtained from county officials, and from the mayors of cities of 30,000 population or over. These lists will be consolidated by the governor in a roll, showing names and addresses, and forwarded to the office of the Provost Marshal General without delay.

29. *Employment of clerical force.*—The foregoing are only the immediate duties of the governor and mayors of cities of 30,000 population or over in connection with the registration. For the further purposes of supervising the draft, the office and duties of the State organization are of ever-increasing importance, and it is the intention to decentralize the execution of the law and place its execution in each State in the hands of the governor and others named to perform certain duties. For this purpose any necessary office rent and hire of clerical force will be paid for by the Federal Government under these regulations.

30. *Expenses of correspondence.*—State authorities are empowered to use the official franking privilege of the War Department in correspondence mailed in the execution of the law. Telegraphic correspondence that is necessary in execution of the law will be marked "War Department, Official Business," and sent at Government rates and charged to the Federal Government.

31. *Disbursements.*—All disbursements in connection with the registration will be made on Forms 330 and 335, War Department. The former is for payment of drayage, rent of offices and furniture for the day, and the like. The latter will be used for compensation of boards of registration and registrars and clerks who desire and claim compensation. A disbursing officer will be appointed in each State to pay these accounts. For the present the vouchers should be made out by the persons concerned, certified to by the executive officer of the

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proper registration board or by the Adjutant General of the State, and in the case of boards of registration and registrars and clerks employed in the various counties or similar subdivisions in the several States, all such vouchers should be forwarded to the Adjutant General of the State for transmission to the disbursing officer in the State.

In the case of expenses incurred by boards of registration and registrars and clerks in the precincts of cities of 30,000 population or over such vouchers so certified should be forwarded to the mayor who, in turn, will forward them to the Adjutant General of the State for transmission to the disbursing officer in the State.

Copies of the above forms will be found in the supplies.

32. *Duties of county and city clerks.*—The duties of the regularly elected county clerk, or clerk of similar subdivisions, or of the regularly elected city clerk in cities of 30,000 population or over, will become active upon receipt of registration cards by the sheriff and by the mayor. From the date of the receipt of supply of registration cards from the sheriffs or mayors, as the case may be, the county clerk and the city clerk in cities of 30,000 population or over must be prepared to furnish cards to the sick and to nonresident persons temporarily in such counties, or similar subdivisions and in such cities, and absent from their home counties or cities, and to certify to the registration cards of such nonresidents. For this purpose such clerks will familiarize themselves with the duties of registrars and with the instructions for answering questions. Such nonresidents must be instructed that such clerk is not *registering* them and that the duty is incumbent upon such nonresident to see that his card when certified to by such clerk is mailed to the registrar of his home precinct in time to reach such registrar on or before registration day. Nonresidents will not be given registration certificates by the county clerk or clerk of similar subdivision, or by city clerks of cities of 30,000 population or over, but these must be issued by the registrars in their home precincts upon receipt of such registration cards so certified by the clerk of the county or similar subdivision or city in which such nonresident was temporarily located.

## B. DUTIES OF REGISTRATION BOARDS AND OF THE MEMBERS THEREOF.

32½. *Oaths of members of registration boards.*—It shall be the duty of all persons acting as members of registration boards whether with or without compensation to take the following oath:

I, A. B., having been appointed a member of the board of registration for \_\_\_\_\_ (county or city), State of \_\_\_\_\_, under the terms of the act of Congress approved May —, 1917, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office upon which I am about to enter; So help me God.

Sworn to and subscribed before me, at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 191—.



No form for this oath will be supplied by the War Department. The oath should be typewritten, sworn to and subscribed before a notary public or other officer having authority to administer oaths. When sworn to and subscribed it will be forwarded to the office of The Adjutant General for file.

33. *Appointment of registrars.*—Immediately upon receipt of telegraphic notice from the governor, transmitted through the mayor in the cases of cities of 30,000 population or over, the executive officer of each board of registration shall appoint a registrar or registrars in each voting precinct in his jurisdiction. All registrars should be appointed and the fact of their appointment reported to the governor within six days after the date of the President's proclamation and shall take the prescribed oath before entering upon their duties.

In certain voting precincts interpreters will be necessary to facilitate the registration of those lacking familiarity with the English language. In these exceptional cases local initiative will be depended upon to a large extent to supply the necessary service, and schools, colleges, commercial clubs, and other similar institutions should be encouraged to assist in furnishing interpreters. However, where uncompensated service is not available, the necessary interpreters will be employed by registrars, under the direction of the executive officer of the registration board. The compensation of an interpreter will in no case exceed that allowed to an interpreter employed by the Federal court of the district.

34. *Blank forms.*—In each county and city supply of forms will be found the following:

Form 1. Registration card. One copy for each registration to be made. Sheriffs should furnish registrars with a number of these forms, to be computed as follows: 10 per cent of the population of a precinct will be the number of registration cards to be furnished the registrars. To this number add a reasonable excess to replace soiled cards.

Registration certificate. For each registration card furnish one registration certificate.

Form 2. Summarization blank. Furnish two to each precinct. Use three for the triplicate county reports.

Form 3. Telegraphic report of board of registration to governor. Three copies.

Placard of instructions, "How to answer questions." Three to a precinct.

Regulations. Two to a precinct; remainder for use at registration board.

Form 5. Label for mailing cards to precinct. Use one whenever you send out a bundle of forms.

Registrar's oath. One for each registrar.

Statement of total cards sent. One in final package to each person to whom cards are mailed.

Form 10. Telegraphic report of readiness. One to each sheriff and mayor.

Form 330, W. D. Three to each precinct; remainder to registration board.

Form 335, D. W.: Three to each registrar.

Instructions No. 1: One to each precinct.

Instructions No. 2: One to each precinct; remainder to registration board.

Instructions No. 3: Two copies.

All these forms except 330 and 335, War Department, and instructions, 1, 2, and 3 will be sent directly to registration boards from Washington. The excepted forms will be supplied from State headquarters.

35. *Distribution of registration cards and blank forms.*—One copy of Form 1, the registration card, will be required for each person registered. On an average, throughout the United States one-tenth of the entire population will be registered. The sheriff or executive officer of each board of registration or mayor of a city having a population of 30,000 or over, will estimate as accurately as possible the number of cards required for his jurisdiction by dividing the present total population of the jurisdiction by 10, and estimating additions made necessary by peculiar local conditions. The supply of blank forms for registration will be sent direct from Washington, and should reach him on or before the fifth day after the date of the President's proclamation. With the last installment he will receive a statement of the number of cards and forms that have been mailed, whereupon he will immediately verify the number of cards received. With the last installment of forms he will also receive a form of telegraphic report to the governor, Form 10, to be used in notifying the governor that all registrars have been appointed and that all forms have been received or, if all forms have not been received, what forms are necessary to supply deficiencies. This telegraphic report should be sent to the governor on the sixth day after the date of the President's proclamation. The sheriff will then proceed to furnish the registrars with cards from the supply received from Washington, supplying the most remote precincts first and leaving precincts in or near the county seat to be supplied on receipt of additional forms from the governor; and similar action will be taken by the mayor of a city having a population of 30,000 or over. Registrars should be required to receipt and account for the number of cards and certificates intrusted to them.

All cards should be in the hands of the registrars on the eighth day after the date of the President's proclamation, even if it is necessary to send those for remote districts by special messengers. The use of special messengers will be necessary in an exceedingly small number of cases. Where the mail service is employed to supply cards to registrars, the printed labels (Form 6), which will be found with the county supply of cards, will be used, as it requires postmasters to handle the cards as first-class letter mail.

The sheriff will furnish the county clerk and the mayor of a city with a population of 30,000 or more will furnish the city clerk a sufficient supply of cards to register the sick and persons temporarily within their respective jurisdictions.

The executive officer of the registration board will afford training camps, universities, and other similar institutions within the jurisdiction, facilities for registering nonresident students, and for this purpose he may swear special registrars and furnish registration cards. If the furnishing of such cards reduces his supply below necessary requirements, he will telegraph to the governor for additional cards. Cards for penitentiaries, jails, etc., will be supplied from State headquarters. The sick and persons who are temporarily absent from the precincts of their residence on registration day are authorized to



send their registration cards to the registrars of their home precincts, in care of the sheriff of their home county or the mayor of their home city. The sheriff or mayor will hold such cards until registrars are appointed, and then turn the cards over to the proper registrars in time to have them entered with other registration cards.

For facility in effecting prompt distribution of blank forms, regulations, and registration cards to the various counties in the United States, these forms will be addressed to the sheriffs. Should the governor constitute local boards which do not include sheriffs, he will request such boards to procure blank forms from the sheriff. In the case of cities of 30,000 population or over, such blank forms, regulations, and registration cards will be forwarded to the mayors, who will distribute them to the various registration boards in the respective cities.

36. *Preparation of places of registration.*—Executive officers of registration boards will see to it that a place for registration is provided in each voting precinct, and that notice of the place of registration in each precinct be given by publication in newspapers and by posting of notices in at least three public places in such precinct as long a time as practicable before the day of registration. Where voting booths are available they should be used, together with such equipment as is usually supplied for use in registering voters. The same procedure for providing places of registration will be followed as is followed in providing voting or registration places for county or city elections. The place for registration shall be the usual voting or registration place of the precinct or as near the usual voting or registration place of the precinct as is practicable. Custodians or officers in control of public buildings or of the usual voting or registration material of the State, county, municipality, or township should lend their assistance in providing registrars and registration boards with the use of such buildings and of the booths and other equipment ordinarily employed in connection with registration or voting in the several precincts within their jurisdiction. Where such customary voting places are in private buildings proprietors are requested to afford assistance to the local authorities by permitting the use of such places for the purposes of this registration. Such public officers and agencies as are ordinarily used in transporting or setting up portable voting booths and other voting and registration material are hereby required to render their assistance in transporting and setting up booths for the purposes of this registration. Where expense is customarily incurred in the preparation of places and equipment for registration, such expense may be incurred in connection with this registration by the officers and agencies whose duty it is to make such preparation, and compensation therefor will be paid, upon proper vouchers, by the disbursing officer in the State, from Federal funds to be deposited to his credit. For this purpose Form 330 will be used. It is believed that the use of registration places will generally be offered free for this patriotic purpose. If compensation is claimed, it shall in no case exceed the compensation customarily allowed for like services in the county, city, or State in which it is rendered.

37. *Preparation of returns.*—Immediately upon receipt of registration cards and precinct reports from registrars, the registration

board will be convened and will check the total number of cards received from each precinct against the total number of cards called for by the precinct summary. The clerk will then receipt to each registrar for the number of cards received from him, and will enter a signed memorandum of the number received on the precinct summary, which will be retained with the records of the board. The board will then consolidate the precinct summarization reports on Form 2.

Each county board will prepare the consolidated report in triplicate. One copy will be retained in the records of the board; one copy will be mailed to the Adjutant General of the State direct; and one copy will be mailed to the Provost Marshal General at Washington. As soon as the county report to be filed and mailed is completed, the executive officer of the board will prepare a telegraphic excerpt report from it on Form 3, showing totals of columns 5, 7, 12, 14, 15, and 16, and immediately telegraph the same to the Governor.

City registration boards will also consolidate their precinct reports on Form 2, preparing the consolidated report in duplicate, one copy of which will be retained by the board and one delivered to the mayor, who will consolidate the reports of all boards in his city and render the telegraphic excerpt report and the consolidated reports by mail for his city as prescribed for county boards.

Registration boards will require registrars to return all unused cards and other forms.

38. *Arrangement and disposition of cards.*—At the meeting of the registration board held for the purpose of complying with the requirements of the preceding section, the clerk will receive all the registration cards pertaining to the area under the jurisdiction of the board. He is charged thenceforth with the faithful custody of these cards and will cause them to be properly secured. He will cause the cards to be arranged in alphabetical order of surnames and will assign to each card a serial number, which will be entered in red ink between the words "Form 1" and "Registration" on the face of the registration card, such numbers being consecutive, beginning with the number 1. He will promptly make one set of exact copies of all cards, including the red-ink entries thereon, upon blank forms to be furnished him from the office of the Provost Marshal General. When this set of copies is complete, the clerk of the board for a county or similar subdivision will forward such copies direct to the Adjutant General of the State, who will hold them until further orders. In the case of cities of 30,000 population or over the clerk of each registration board will forward the copies to the mayor of the city, who will in turn forward them to the Adjutant General of the State, to be held as in the case of cards received from county boards.

Where compensated clerical service is necessary in making these copies, it will be procured in accordance with instructions herein.

39. *Publication of lists.*—The clerk of each registration board will cause to be prepared lists in triplicate in alphabetical order of all persons who have submitted themselves to registration. One copy will be filed with the records of the board; and within five days after registration day one copy will be posted in a conspicuous place accessible to the public at the office of the registration board, and one copy made accessible to the press with a request for publication.



40. *Registration by registration boards.*—It shall be the duty of registration boards to register persons liable to registration within their jurisdiction who for any reason shall not have been registered on registration day and thereupon to make the necessary additional entries on all filed, posted, and other copies of lists of persons registered.

As persons who have failed to register on registration day are reported and registered their cards shall be assigned proper serial numbers and filed in their proper places, and copies of such cards shall be promptly forwarded to the adjutant general.

41. *Compensation.*—Services rendered in connection with the registration will be compensated entirely separate from service in connection with the further execution of the law. It is intended to convert boards of registration into local boards for the execution of the selective draft. The services of members in connection with the registration are preliminary to the further execution of the law.

Where uncompensated service is not volunteered, the services rendered by registrars and members of boards of registration will be compensated in a lump sum for such services, as follows: Registrars, \$4; and each member of the registration board, \$7.50.

Regulations concerning the compensation of members of boards for their services in connection with the further execution of the law will be published at the proper time.

42. *Reporting uncompensated services.*—Registrars who serve without compensation will record their names in the space provided for that purpose on Form 2. Registration boards for counties or similar subdivisions will report on one list to the governor the names of members of registration boards, registrars, and all other persons who have served without compensation. Registration boards in cities of 30,000 population or over will make similar reports to the mayor, who will consolidate such reports in one list for the city and forward it to the governor. Governors will cause these lists to be consolidated for their States and forwarded to the office of the provost marshal general.

### C. DUTIES OF REGISTRARS.

43. Registrars are charged in the first instance with preparing places of registration. This duty is to be performed under the direction of the executive officer of the registration board. Registrars are also charged with the duty of making the actual registration of persons within the voting precincts to which they are appointed and finally with the duty of making the reports and summarizations prescribed herein.

44. *Oath.*—It shall be the duty of all registrars, whether working with or without compensation, to take the following oath of office, which oath will be required by the sheriff or executive officer of the registration board having jurisdiction before the registrars shall assume their functions:

I, \_\_\_\_\_, do swear that I will faithfully perform the duty of registrar of precinct \_\_\_\_\_, city or county of \_\_\_\_\_, State of \_\_\_\_\_; that I will correctly record the answers given me by persons registered; that I will indicate upon every registration card answers that I know to be untrue; and that I will truthfully answer and record matters charged to my own observation.

\_\_\_\_\_.



The foregoing oath shall be taken and subscribed before a notary public or other officer authorized to administer oaths and filed with the clerk of the registration board, who shall preserve the same.

Registrars will be furnished by registration boards with blank forms for reports and registration, and with printed instructions. It shall be the duty of registrars to verify the number of blank forms so received and to be sure that they have been furnished enough forms to make the registration in voting precincts. Roughly the registration will include one-tenth of the population. In case of a deficiency in the supply received, registrars will procure additional cards in advance of the time for registration.

Before beginning registration registrars will familiarize themselves thoroughly with the questions asked on the cards and the character of answers required. Information on this subject is contained in the rules for the information of persons to be registered. Registrars should make themselves letter-perfect in these rules.

45. *Prior to the time of registration.*—See that your booth is prepared to be opened at 7 a. m. on the day of registration. Three copies of the placard of instructions "How to answer questions on registration cards" will be posted in conspicuous places where people to be registered can see and read them before they come to the table. These placards should be posted before the booth opens. Provide a table, two chairs (one for yourself and one for the person to be registered), and pens, ink, blotters, *a knife, or a pair of scissors, or a ruler*. Have at your hand a copy of these regulations. Verify the number of cards for registration and certificates of registration to see that you have a sufficient number. Study these regulations, and especially the placard instructions for answering questions.

46. *On day of registration.*—Booths are to be open from 7 a. m. to 9 p. m. If the booth is small and you can conveniently do so, require that only the person to be registered is in the booth at any one time. At all events permit only one person to approach the registration table at a time. As persons approach to be registered, place one card before you. The following instructions supplement the placard of instructions.

47. *Asking questions.*—Ask the questions as they are on the card. If the answer does not come readily or properly, explain and ask again. Be patient in explanation, but in no event enter into any discussion. If the person is sullen or inclined to falsify, evade, or refuse to answer, call his attention to the law on page 2 of these instructions which imposes a penalty of imprisonment for such conduct. If he is still refractory, do not delay the registration, but call witnesses, take the refractory person's name, make a note of the witnesses to the occurrence, and, after explaining the penalty of the law and giving him full opportunity to reconsider, as soon as practicable report the case to the county registration board. This is your sworn duty for the neglect of which you yourself become liable as a misdemeanor. Arrests will infrequently be necessary, and proper forbearance should be shown, but the registration must not be obstructed or delayed and persons obstructing it must be dealt with promptly and firmly.

48. *Specific questions.*—To supplement "Instructions on how to make out registration cards" the following is important: Before asking numbered questions ask, "How old are you to-day?" Enter

the answer in the space provided in the upper right-hand corner in large, clear figures (not letters).

*First question.*—Write or print the name clearly.

*Second question.*—No special instruction.

*Third question.*—Persons are not expected to have in mind the year of their birth. Ask "When is your birthday?" Then say "How old will you be or how old were you on your 1917 birthday?" Subtract the answer from 1917 for the year of birth.

*Fourth question.*—This question requires care because some people will not understand it. Familiarize yourself very perfectly with the rules. Do not write down the answer until you are sure the person registered understands what is being asked.

*Fifth question.*—This question will become important in deciding exemptions. Be sure you get the nation of birth clearly and beyond doubt.

*Sixth question.*—This question is especially important because it is desired to know the number of alien enemies of military age in the United States. All "aliens" from countries with which we are at war, including "declarants" who are citizens of a country with which we are at war, are alike alien enemies.

*Seventh question.*—The Nation is much interested in knowing the occupational classes accurately. It is especially important to get the answers of persons described in 7 of the instructions recorded in the terms there described.

*Eighth question.*—No special instructions other than those in "Instructions how to answer questions."

*Ninth question.*—Same as 8.

*Tenth question.*—In specifying race, remember you are not specifying nation. Do not say "Chinese," say "Mongolian"; do not say "Filipino," say "Malayan"; do not say "German," say "Caucasian."

*Eleventh and twelfth questions.*—Study carefully the instructions; no other instructions to registrars.

49. *Making registrar's report.*—As soon as the twelfth question is answered and before the person has signed, turn the card over and fill out the registrar's report on the back of the card while the person is still before you.

*Question 1.*—Tall, medium, or short (specify which)? Slender, medium, or stout (which)?

The answer in each case should be a single word, as "Tall," "Medium," or "Short." Do not try to give additional information.

*Question 2.*—Color of eyes? Color of hair? Bald?

State whether eyes are gray, light blue, dark blue, light brown, dark brown, or black. Color of hair should be given as light, light brown, dark brown, black, or red. Whether bald or not should be answered simply as "Yes," "No," or "Slightly." Do not add anything else.

*Question 3.*—Has person lost arm, leg, hand, foot, or both eyes, or is he otherwise disabled (specify)?

Note no other than the named disabilities unless the man is a hunchback, or has a withered limb, or has a glaring and complete disability that could not possibly be simulated. It should be stated briefly. In no other case are you to pass on questions of physical disability.



50. *Verification of signature of person registered.*—When you have finished the registrar's report turn the card over and cause the person to verify his answers, to state to you that he affirms their truth, and then cause him to sign it. If he can not sign, let him make his mark.

51. *Tearing off corner.*—Now, if the person is of African descent, detach the marked corner. *This must be done carefully without tearing or roughening the card. Lay a ruler across the corner and cut along the line with a knife or scissors or else break the corner back along the line of the perforation and the ruler until it comes off.* In no case try to tear this corner off with the fingers.

52. *Authentication.*—Now turn the card over to the registrar's report. If you think any of the person's answers are incorrect or false, note which and in what respect on the blank spaces left after your certificate and then, whether you make such entries or not, sign the card. *Last of all, number the card in the upper right-hand corner in one series for your precinct.*

NOTE.—If desired, cards and certificates may be numbered before registration, but the card and certificate of any person must bear the same precinct number. Where more than one registrar is employed care will be taken to leave no gap in the precinct series of numbers.

53. *Certificate.*—Now prepare the registration certificate. *Give it the number you have just written on the registration card, and hand it to the person registered.* This must in no case be done until all steps just described have been taken.

54. *Keeping completed cards in three piles.*—It will be helpful to you if you will put your completed cards as you make them in one of the three separate piles described below and always keep them so separated.

1. (a) Citizens not of African descent; and (b) declarants not of African descent from countries with which the United States *is not* at war. (At present, May 15, 1917, we are at war with Germany only.)

2. (a) Citizens of African descent; and (b) declarants of African descent from countries with which the United States *is not* at war.

3. (a) All aliens, not declarants, from countries with which the United States *is not* at war; and (b) all aliens from countries with which the United States *is* at war, irrespective of whether or not such persons have declared their intention to become citizens.

55. *Duties during the day—meal hours.*—The day extends from 7 a. m. to 9 p. m. Where there is only one registrar he should arrange to have his meals in the booth. Bring his own lunch. Voluntary assistance may be accepted, but all voluntary registrars must be sworn. When there is more than one registrar at least one registrar will remain on duty at all times.

56. *Registration of absentees.*—Absentees and the sick are authorized to mail their cards addressed to the registrar of their home precinct in care of the sheriff of their home county. Sheriffs will hold these cards until the day of registration, on which day they shall all be delivered to the proper registrar. The registrar will file these cards with the other cards of the precinct, and in case an addressed stamped envelope has been inclosed, mail a certificate of registration to the person registered.

**57. Precinct summarization report.**—Registration booths close at 9 p. m. Immediately the precinct summary should be made out. This is Form 2. Study the following instructions carefully and you can make no mistake. If you have not kept the groups separated as suggested in section 54, deal the cards out in three groups, A, B, and C, indicated by the following classification of persons registered.

Group A: (1) Citizens not of African descent, and (2) declarants not of African descent from countries with which the United States *is not* at war. (At present, May 15, 1917, we are at war with Germany only.)

Group B: (1) Citizens of African descent; and (2) declarants of African descent from countries with which the United States *is not* at war. Group indicated by cards one corner of which has been cut off.

Group C: (a) All aliens, not declarants, from countries with which the United States *is not* at war; and (b) all aliens from countries with which the United States *is* at war, irrespective of whether or not such persons have declared their intention to become citizens.

*Entering group A on summary—Column 1.*—Put groups B and C a little to one side. Take up group A and deal out those cards in which the answers to questions 7 and 8 show that the person registered is an executive, legislative, or judicial officer of the State or of the United States. It makes no difference whether the card also shows an occupational exemption or a disability or dependent relatives; *if it shows an executive, legislative, or judicial officer of State or Nation, put it in this pile.* Now, when you have dealt out all the cards that belong to this pile, put the rest of group A aside for a moment and take up this pile. Arrange the cards in it according to ages (as shown by the upper right-hand corner), all twenty-ones together, all twenty-twos together, etc. Now count the cards in each age so arranged, and enter the proper number in column 1 of your summary on the proper age line. You have no further entries to make from this pile. Put it aside.

*Column 2.*—Take up the remaining cards in group A and deal out all those cards upon which the registrar's report shows a total disability. Deal the card into this pile, no matter if it also shows an occupational exemption or dependent relatives. When you have dealt out all the physical-disability cards, put the remaining cards in group A aside and take up the cards you have just dealt out. Arrange them according to ages, all the twenty-ones together, all the twenty-twos together, etc. Now count the cards of each age and enter on the proper age line in column 2. Now put the physical-disability cards aside with the cards you have already entered in column 1. You have no further entries to make from them.

*Column 3.*—Now take up the remaining cards in group A. Deal out all the cards in which the answer to question 9 indicates dependent relatives and regardless of whether the card also indicates an occupational exemption. When you have dealt out all dependent-relatives cards, set remaining cards in group A aside and take up your "dependent-relative" cards. Arrange them according to ages as before and enter the number in each age group on the proper age line in column 3. Put the "dependent-relative" cards with the "executive, judicial, and legislative officer" and the "occupational-exemption" cards. You have no further entries to make from them.

**Column 4.**—Take up the remaining cards in group A. Deal out all the cards in which the answer to question 7 indicates an occupational exemption. When all are dealt out put remaining cards in group A aside and take up the occupational-exemption cards you have dealt out. Arrange according to ages as before and enter in proper age line in column 4. Now put these occupational-exemption cards with the other entered cards. You have no more entries to make from these cards.

**Column 5.**—Total the age lines in columns 1, 2, 3, and 4 and enter on proper age lines, column 5.

**Column 6.**—Take up remaining cards in group A. Arrange them according to ages and enter in proper age line in column 6. Put them with cards already entered. You have no further entries to make in group A.

**Column 7.**—Total the age lines in columns 5 and 6. Enter on proper lines in column 7.

**Entering group B on the summary.**—Group B consists of cards showing colored citizens and colored declarants from countries not at war with the United States.

Treat exactly as you did group A, except that the executive, legislative, etc., cards go in column 8, the physical disability cards in column 9, the dependent relative cards in column 10, and occupational exemptions in column 11, totals of age lines in columns 8, 9, 10, and 11 in column 12, and all others in column 13, and total of 12 and 13 in column 14. When group F is entered set it aside with group A. You have no further entries to make from groups A and B.

**Entering group C on the summary.**—Group C, as indicated in section 57, includes (a) all aliens, not declarants, from countries with which the United States *is not* at war; and (b) all aliens from countries with which the United States *is* at war, irrespective of whether or not such persons have declared their intention to become citizens. Deal out those cards in which the answers to questions 4 and 6 indicate an alien from a country with which the United States *is* at war, irrespective of whether or not such person has declared his intention to become a citizen of the United States. When these cards are dealt out, put down all remaining cards and take up the cards you have just dealt out. They are the "alien-enemy" cards. Arrange according to ages and enter the number of cards for each age in proper age lines in column 15. When entered put this group with other cards already entered and take up remaining cards, which show aliens, *not* declarants, who are *not* enemies. Arrange according to ages and enter on proper age lines in column 16. Add age lines in columns 15 and 16 and enter on proper age lines in column 17.

**Completing summarization report.**—Now total up your columns and enter the name of your precinct, county, and State. Then note in the place provided the names of those registrars who served without compensation and sign the summarization report (Form 2).

58. **What to do with cards.**—Count the cards and see that the number corresponds with the highest number you have issued. Tie all the cards in a neat package, mark it "\_\_\_\_\_ registration cards, Precinct No. —, county (or city) of —, State of —." Then carefully collect and bundle up all unused cards. Together with the summarization report, these two bundles of cards must be delivered by the chief registrar *in person* to the executive officer of



your registration board. The cards and the report must be in the hands of the executive officer at the earliest possible moment, and in any event not later than noon on the day following the registration, and they must be delivered by the chief registrar in person. He is responsible for the custody of the cards from the moment of registration until they reach the executive officer's own hands. He should insist on a receipt for the number of cards delivered.

59. *Enforcement of the law.*—On the day set for registration all Federal marshals and deputy marshals and all police officers, State, county, township, and municipal, of whatever grade or class, shall hold themselves in readiness to render whatever assistance may be necessary in preserving order at places of registration and in assisting in bringing about a complete registration.

All such marshals, deputy marshals, police officers, and all registrars will report without delay to the proper registration boards the names of any persons known by them to have failed to register themselves when liable to registration; and it shall be the duty of registration boards to report to the proper United States attorney all cases coming to their attention of persons who have failed to present themselves for registration as required by law.

In every case in which a duly designated officer or agent refuses or fails to act, the governor, mayor, or any executive officer of any board of registration making the designation will proceed at once to name another officer or agent for such duty, and will bring the fact of such refusal or failure and the circumstances connected therewith to the attention of the proper United States district attorney, with a view to the institution of prosecution of such officer or agent as provided in Section 6 of the act approved May 18, 1917; and mayors and executive officers also will bring all such cases promptly to the attention of the governor.

60. *Compensation of registrars and payment of expenses.*—The registration board will receive from the governor a supply of War Department Form No. 330, which is the voucher which must be used for payment of such service as drayage, rental of furniture or buildings, etc. All persons are expected to offer such services and material as they can afford in this patriotic duty without compensation, but where compensation is claimed the registrar should require the person to whom it is due to sign this form, and the registrar should then send it to the board of registration, who will examine and approve it and forward it to the adjutant general of the State for transmission to the disbursing officer in the State, who will pay it by check, as soon as Federal funds have been placed to his credit. Boards in cities of 30,000 population or over will forward such forms through the mayor.

For compensation of registrars Form 335, War Department, should be made out and signed by the registrar, certified by the executive officer of the board of registration, and forwarded to the adjutant general of the State as above.

#### **RULES FOR THE INFORMATION OF PERSONS TO BE REGISTERED.**

61. *Caution.*—All males who shall have attained their twenty-first birthday and who shall not have attained their thirty-first birthday on or before the day set for registration must register. The only exceptions are persons in the military or naval service of the United

States, which includes all officers and enlisted men of the Regular Army, the Navy, the Marine Corps, and the National Guard and Naval Militia while in the service of the United States, and officers in the Officers' Reserve Corps and enlisted men in the Enlisted Reserve Corps while in active service. If you are a male between the designated ages and are not in the military or naval service of the United States, you are subject to registration on the day fixed by the President, and if you fail to present yourself, or, presenting yourself, you give false, misleading, or incorrect answers, you are a misdemeanor and subject to punishment by imprisonment in jail, to which punishment there is no alternative of fine. Persons who, for any reason, have failed to register on the day set by the President must register themselves without delay with the registration board of the subdivision in which they have their permanent homes.

62. *Registration certificate.*—All persons registered will be furnished a registration certificate. Since all police officers of the Nation, States, and municipalities are required to examine the registration lists and make sure that all persons liable to registration have registered themselves, much inconvenience will be spared to those who are registered if they will keep these certificates always in their possession. All persons of the designated ages must exhibit their certificates when called upon by any police officer to do so.

63. *Place of registration.*—The place of registration is the voting precinct at your domicile. Your domicile is your *permanent* home.

64. *Registration of absentees.*—Although registrations must be in the precinct of domicile, and although the burden is on you to see that your registration is entered at your domiciliary precinct on the prescribed day, yet, for your convenience and to obviate the necessity of your going home for the purpose of registration, the following is provided for the registration of absentees:

(a) Immediately after the publication of the President's proclamation there will be a supply of registration blanks at the office of the county clerk of every county in the United States and at the office of the city clerk of every city of 30,000 population or over.

(b) The county clerk, or in the case of cities of 30,000 or over the city clerk, is authorized to record the answers of persons absent from their domiciliary county and to certify to their registration cards.

(c) Upon application by you your card will be made out by the clerk, turned over to you, and by you it *must be mailed in time to reach your domiciliary precinct by the day set for registration.*

(d) Therefore, as soon as practicable after the President's proclamation is published, go to the office of the sheriff (or city clerk) in the county (or city over 30,000) in which you may be and have your registration card filled and certified. Then mail the same addressed to:

The Registrar,

----- Precinct.  
(Your home precinct.)

Care of Sheriff, ----- County,

----- State.

If your permanent home is in a city of 30,000 or over, send the card in care of the mayor. If you do not know the number or name



of your home precinct, address the card as above, and write *also* on the envelope which you have so addressed:

Registration card of \_\_\_\_\_  
 Street and number \_\_\_\_\_  
 Post office or R. F. D. \_\_\_\_\_

Inclose a self-addressed stamped envelope with your registration card for your registration certificate. Failure to get this certificate may cause you serious inconvenience.

65. *Registration of persons at sea and abroad.*—Male persons within the designated ages who, on account of absence at sea or on account of absence without the territorial limits of the United States, may be unable to comply with the regulations herein pertaining to absentees will, within five days after reaching the first United States port, register with the proper registration board or as herein provided for other absentees.

Before completing the registration cards of such persons the proper county or city clerk will require of them an affidavit stating the cause of their absence, which affidavit will be forwarded to the registration board of the persons' domiciliary precinct to be filed with the registration card.

66. *Training Camps, Schools, Colleges, and other similar institutions.*—Persons absent from their homes at training camps, schools, colleges, or other similar institutions will be treated as absentees and should register as prescribed for absentees. However, for their convenience, the county clerk or clerks of cities of 30,000 or over are authorized to deputize a competent person to certify to the registration cards of non-residents in such institutions (but not to furnish registration certificates or to register such persons) and to furnish a sufficient supply of cards to do so. *It must be borne in mind that such registration must be made a sufficient length of time before the date set by the President for registration to enable such student to mail the cards as stated in section 64; that the burden of registration in his own domiciliary precinct is on every man; and that persons in this class must see to it at their peril that their registration cards are in the hands of the registrar of their domiciliary precinct at the time prescribed in the President's proclamation.*

67. *Jails, reformatories, and penitentiaries.*—While felons will be considered morally unfit for military service and will not be drafted, those within the designated ages will, in every case, be registered. Inmates of penitentiaries will be registered by the warden thereof on the day set for registration, and the required reports will be rendered to the Adjutant General, but will not by him be entered on the consolidated State report. The registration cards will be kept by the warden and not consolidated with county records. The copies thereof will be forwarded to the adjutant general and will not be consolidated with the cards of the State, but will be kept in a separate file.

Persons awaiting trial and misdemeanants are not to be treated as felons. The inmates of jails and reformatories who are not felons will be treated as absentees and will be registered and their cards forwarded to their domiciliary precinct as provided in sections 56 and 64, except that the warden or jailer will obtain the necessary cards from the sheriff or other executive officer and certify to the registration and assist prisoners in forwarding the cards to their

domiciliary precincts. Cards for such registration in jails, penitentiaries, and reformatories will be supplied by the governor from the State surplus supply. In forwarding prisoners' cards to the proper registration precincts, wardens and jailers may mark the inclosing envelope "Official business, War Department," and send them without affixing a stamp.

68. *The sick.*—Persons who, on account of sickness, are unable to present themselves for registration on the day set by the President will cause some competent person to apply to the county or city clerk for a copy of the card and for authority to fill it out (including the registrar's report on the back thereof). If satisfied that the case is bona fide, the clerk will depute the person applying for the card to make out the card and the registrar's report, first carefully explaining the card. The card will then be mailed by the sick person, or delivered by his agent, to the registrar of the sick person's voting precinct as described for cards of absentees. The sick person will inclose a self-addressed stamped envelope for a registration certificate.

69. *Registration booth.*—Registration booths will be open from 7 a. m. to 9 p. m.

70. *Instructions for registration.*—At each booth will be posted a placard giving information of the character of the questions asked and the answers expected. Familiarize yourself with this placard and have answers responsive to the questions to be asked ready in your mind.

#### SPECIAL CASES OF REGISTRATION.

71. *Registration of Indians.*—The registration of Indians and other persons residing on Indian reservations shall be under the direction of the Commissioner of Indian Affairs, whose duties in connection therewith will approximate as closely as practicable those prescribed for the governors of the several States.

The registration board for each reservation shall consist of the superintendent of the agency, the chief clerk, and the physician. Should the superintendent and the physician be the same person, a third member will be appointed by the Commissioner of Indian Affairs to make the board complete.

Should it be impracticable to divide the reservation into precincts, the board will appoint a sufficient number of registrars from among the farmers or other Government employees residing at various points on the reservation, and will apportion the territory among them in such manner as may be necessary to accomplish and complete the registration on the date fixed by the President's proclamation.

The telegraphic report of the board will be made direct to the Commissioner of Indian Affairs, Washington, D. C.

The Commissioner of Indian Affairs will make the report to the Provost Marshal General that is ordinarily required of the governors of the several States.

All persons liable to registration and residing on a reservation will be charged with the responsibility of submitting themselves for registration at the designated time and place. Every effort will be made to reach and warn Indians of the date on which they are to appear for registration, but should it be considered doubtful that they will present themselves on the prescribed date, registration may, in



the discretion of the Commissioner of Indian Affairs, be begun such number of days before the date fixed by the President as will insure the completion of the registration by that date.

All portions of unorganized counties included within the boundaries of an Indian reservation will be excluded from any county jurisdiction and considered as a part of the reservation for the purposes of this registration. Inhabitants of portions of organized counties so included will be registered by the county authorities.

Students at nonreservation Indian schools will be registered in accordance with instructions governing the registration of absentees, but with such modifications as the Commissioner of Indian Affairs may consider necessary to accomplish the desired result.

72. *Registration of persons on military reservations, navy yards, arsenals, naval training stations, etc.*—Persons subject to registration who reside in military reservations, navy yards, arsenals, naval training stations, etc., will submit themselves to registration at the registration place in the nearest voting precinct.

73. *Registration of persons on forest reserves.*—Persons residing in forest reserves will be registered by the registration machinery of the counties in which such reserves are located.

74. *Registration of residents of national parks.*—The registration of persons residing in Yellowstone, Glacier, and Mount Rainier National Parks shall be under the direction of the Director of National Park Service, whose duties in connection therewith will approximate as closely as practicable those prescribed for the governors of the several States.

The registration board for each of the national parks named will consist of the supervisor, the commissioner, and a third member to be named by the Director of National Park Service, which member should, if practicable, be a licensed physician.

Should it be impracticable to divide these parks into precincts, the board will appoint registrars in such number and will apportion the territory among them in such manner as will insure the completion of the registration on the date fixed by the President's proclamation.

The telegraphic report of the board will in this case be made direct to the Director of National Park Service, Washington, D. C.

The Director of National Park Service will make the report to the Provost Marshal General that is ordinarily required of the governors of the several States.

The registration of persons residing in national monuments, and in national parks other than those above named, will be accomplished by the registration machinery of the counties in which such parks or monuments are located. If not located in any county, persons subject to registration residing therein will be directed by the Director of National Park Service to present themselves to a neighboring county precinct for registration. The registration cards of persons so registered will not be included in the county summarization, but will be mailed by the registrar direct to the Director of National Park Service, Washington, D. C.

75. *Registration of persons in outlying territories.*—Persons of the designated ages in Alaska, Porto Rico, and Hawaii will be registered on a day to be named by the President as soon as machinery of registration can be erected in those Territories and in accordance with so much of these regulations as is applicable to those Territories.





## INDEX.

[References are to paragraphs.]

- Absentees, registration, 32, 56, 64.  
Adjutants general, function, 7.  
Attorneys, county and city, function, 15.  
Blank forms, distribution, 23.  
Blank forms, what used, 34.  
Cities over 30,000, registration boards, 10.  
Clerical force, 29.  
Clerks, county and city, duties, 32.  
Compensation of officers, 41, 60.  
Correspondence:  
    Expenses of, 30.  
    With Provost Marshal General, 22.  
Counties, place in registration machinery, 9.  
County clerk, is recorder and custodian, 9.  
County clerk, duties, 32.  
Disbursements, how made, 31.  
Disbursing officers, designation, 8.  
District of Columbia, 11.  
Expedition required, 24.  
Expenses, payment of, 60.  
Forest reserves, registration, 73.  
Forms, what used, 34.  
Governors:  
    Appointment of county boards, 19.  
    Duties, 19-27.  
    May change normal composition of boards, 9.  
    May remove members of boards, 9.  
    Notification to mayors, 20.  
    Provision for registration booths, 21.  
    Reports of readiness, 25.  
Indians, registration, 71.  
Jails, registration, 67.  
Law authorizing use of officers, 5.  
Law, enforcement of, 59.  
Law governing registration, 3.  
Mayors:  
    Appointment of boards, 20.  
    Reports of readiness, 25.  
Military reservations, registration, 72.  
National parks, registration, 74.  
Negroes, how indicated, 51.  
Newspaper aid, 17.  
Oath for Registration Board, 32½.  
Oath for registrars, 44.  
Office rent, 29.  
Officers:  
    Failure to act, procedure, 4.  
    Law authorizing use, 5.  
Offices of record, registration boards, 10.  
Penitentiaries, registration, 67.  
Persons to be registered, 3, 61.  
Physician, appointment, 9.  
Police assistance, 16, 59.  
Post Office Department, posting of proclamation, 18.  
Precinct summarizations, 57.  
Proclamation, distribution, 18.  
Provost marshal general's office, function, 6.  
Punishment of officers for failure to act, 5.  
Questions, how to ask, 47.  
Registrars:  
    Appointment and qualifications, 14, 33.  
    Chief, 9.  
    Duties, 43-58.  
    Oath, 44.  
    Report of volunteers, 42.  
    Summarization, 57.  
Registration:  
    Absentees, 64.  
    After registration day, 40.  
    Exceptions to, 61.  
    Felons, 67.  
    Indians, 71.  
    Nonresident students, 66.  
    Persons at sea and abroad, 65.  
    Preparation of places, 36, 43.  
    Publication of names, 39.  
    Returns of, 26.  
    Sick persons, 68.  
    Where, 63.  
Registration boards:  
    Cities over 30,000, 10, 20.  
    County, appointment, 19.  
    County and city separate, 12.  
    Duties, 33-40.  
    Normal composition, 9.  
    Oaths, 32½.  
    Offices of record, 10.  
    Removal of members, 9.  
    Reports of readiness, 25.  
    Returns, 37.  
    Summarizations, 28.





*E. Hensfield* 9

*U.S. War Dept.*  
**INSTRUCTIONS TO LOCAL  
BOARDS**

**AND EXCERPTS FROM RULES AND REGU-  
LATIONS PRESCRIBED BY THE PRESIDENT**

UNDER THE AUTHORITY VESTED IN HIM  
BY THE TERMS OF THE ACT OF CONGRESS  
TO AUTHORIZE THE PRESIDENT TO IN-  
CREASE TEMPORARILY THE MILITARY  
ESTABLISHMENT OF THE UNITED STATES

APPROVED MAY 18, 1917



ISSUED BY THE  
PROVOST MARSHAL GENERAL

(Form No. 17)

WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917

### **NOTE.**

**In advance of the publication of the regulations prescribed by the President, the following instructions and excerpts from those regulations are furnished local boards to enable them to proceed promptly and accurately to their organization and to take the first necessary preliminary step in the execution of the selective-service law. It is of the utmost importance that these instructions be most carefully and accurately followed. Requests for rulings or interpretations of these instructions should be addressed to the governor of the State and not to the office of the Provost Marshal General.**

**INSTRUCTIONS TO LOCAL BOARDS AND EXCERPTS FROM RULES AND REGULATIONS PRESCRIBED BY THE PRESIDENT UNDER AUTHORITY VESTED IN HIM TO INCREASE TEMPORARILY THE MILITARY ESTABLISHMENT.**

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**INSTRUCTIONS TO LOCAL BOARDS.**

(For references to regulations see excerpt thereof beginning on p. 5.)

1. As soon as practicable after a majority of the members of the board are notified of their appointment the board will meet and organize as provided in section 7 of the Regulations unless it shall happen that by that time a majority thereof shall not have taken the prescribed oath and signified their willingness to serve. If a majority shall not have qualified, that fact, with reasons therefor, shall be reported by the members who have qualified to the governor of the State, and the board shall not organize until further instructions from the governor.

2. Three copies of the blank form for the record of the first meeting is inclosed herewith, to be made out and mailed as prescribed in section 7 of the Regulations.

3. As soon as the board has organized it will make the telegraphic report of organization prescribed in section 7 of the Regulations, using Form 203, inclosed herewith, and will mail to the governor the oaths of office and the acceptance of each of the members.

4. As soon as the board has met and organized as provided in section 7 it will take possession of the registration cards as provided in section 8 of the Regulations.

5. The board will then proceed to examine all registration cards received as prescribed in section 8 of the Regulations.

6. When all cards have been examined and those cards that belong in the jurisdiction of some other board have been removed from the files as prescribed in section 8, and in no event later than three days after organization, the board shall proceed to number the cards and the copies thereof in red ink as prescribed in section 9 of the Regulations.

7. As soon as the red ink numbers have been assigned, the cards and the copies will be carefully compared. Make absolutely sure—

(a) That each copy bears the same red ink serial number as the card of which it is a copy;

(b) That no two or more originals or two or more copies have the same serial number;

(c) That there are no breaks in the series. Each copy must be verified as to its accuracy by the words "a true copy" followed by

the signature of one of the members of the board, to be entered in the blank space at the bottom of the back of the copy of the card.

8. If any serial number has to be changed it must be done by drawing ink lines through the original number and placing the substituted number in the lower left-hand corner above the diagonal line. No number shall be changed after the copies of the cards have been sent to the adjutant general of the State.

9. While the cards are being numbered the lists prescribed in section 10 of the Regulations shall be prepared and as soon as all cards and their copies have been numbered, the lists shall be disposed as prescribed in section 10, and the copies of the cards shall be properly prepared for shipment and sent by registered mail or express to the adjutant general of the State as prescribed in section 9. Thereafter the daily lists required by section 10 will be retained, posted, offered for publication and mailed as prescribed in section 10.

10. All cards should be numbered, the lists should be disposed and the copies of the cards sent to the adjutant general of the State within four days after the organization of the board.

E. H. CROWDER,  
*Provost Marshal General.*



**EXCERPT FROM RULES AND REGULATIONS PRESCRIBED BY THE PRESIDENT UNDER  
AUTHORITY VESTED IN HIM TO INCREASE TEMPORARILY THE MILITARY ESTAB-  
LISHMENT.**

WAR DEPARTMENT,  
Washington, June 21, 1917.

Under authority vested in him by the act of May 18, 1917, the PRESIDENT OF THE UNITED STATES prescribes the following Rules and Regulations and directs that they be published for the government of all concerned, and that they be strictly observed.

NEWTON D. BAKER,  
*Secretary of War.*

[These rules and regulations may be modified at any time by the President.]

**PART A.**

**LOCAL BOARDS.**

**SECTION 1. *Provisions of the act of Congress authorizing the Pres-  
ident to create and establish local and district boards.***

SEC. 4. \* \* \* The President is hereby authorized, in his discretion, to create and establish throughout the several States and subdivisions thereof and in the Territories and the District of Columbia local boards, and where, in his discretion, practicable and desirable, there shall be created and established one such local board in each county or similar subdivision in each State, and one for approximately each thirty thousand of population in each city of thirty thousand population or over, according to the last census taken or estimates furnished by the Bureau of Census of the Department of Commerce. Such boards shall be appointed by the President, and shall consist of three or more members, none of whom shall be connected with the Military Establishment, to be chosen from among the local authorities of such subdivisions or from other citizens residing in the subdivision or area in which the respective boards will have jurisdiction under the rules and regulations prescribed by the President. Such boards shall have power within their respective jurisdiction to hear and determine, subject to review as hereinafter provided, all questions of exemption under this act, and all questions of or claims for including or discharging individuals or classes of individuals from the selective draft, which shall be made under rules and regulations prescribed by the President, except any and every question or claim for including or excluding or discharging persons or classes of persons from the selective draft under the provisions of this act authorizing the President to exclude or discharge from the selective draft "Persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency."

The President is hereby authorized to establish additional boards, one in each Federal judicial district of the United States, consisting of such number of citizens, not connected with the Military Establishment, as the President may

determine, who shall be appointed by the President. The President is hereby authorized, in his discretion, to establish more than one such board in any Federal judicial district of the United States, or to establish one such board having jurisdiction of an area extending into more than one Federal judicial district.

Such district boards shall review on appeal and affirm, modify, or reverse any decision of any local board having jurisdiction in the area in which any such district board has jurisdiction under the rules and regulations prescribed by the President. Such district boards shall have exclusive original jurisdiction within their respective areas to hear and determine all questions or claims for including or excluding or discharging persons or classes of persons from the selective draft, under the provisions of this act, not included within the original jurisdiction of such local boards.

The decisions of such district boards shall be final except that, in accordance with such rules and regulations as the President may prescribe, he may affirm, modify, or reverse any such decision.

Any vacancy in any such local board or district board shall be filled by the President, and any member of any such local board or district board may be removed and another appointed in his place by the President, whenever he considers that the interest of the Nation demands it.

The President shall make rules and regulations governing the organization and procedure of such local boards and district boards, and providing for and governing appeals from such local boards to such district boards, and reviews of the decisions of any local board by the district board having jurisdiction, and determining and prescribing the several areas in which the respective local boards and district boards shall have jurisdiction, and all other rules and regulations necessary to carry out the terms and provisions of this section, and shall provide for the issuance of certificates of exemption, or partial or limited exemptions, and for a system to exclude and discharge individuals from selective draft.

**SEC. 2. LOCAL BOARDS—(a) In counties.**—There shall be and hereby is created and established, as authorized by the terms of said act of Congress, a local board in each county (in each parish of the State of Louisiana) of the several States of the United States, except as otherwise provided by these rules and regulations.

Each local board shall have exclusive jurisdiction in its respective county in respect of all persons who registered with a registrar or board of registration therein, or registered thereafter with the local board therein as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of such local board, when the order in which such person is liable to be called for military service is determined by such local board.

Each local board shall have jurisdiction in its respective area, in respect of all such persons, of all questions to be heard and determined therein by a local board, under the terms of said act of Congress and the rules and regulations prescribed by the President.

In any county of any State, having over 45,000 population, exclusive of the population of the cities therein of 30,000 population or

over, there may be created and established, whenever in the discretion of the President it is deemed desirable, more than one local board.

In the event that more than one local board is so established in any such county, each local board therein shall have, possess, and exercise like jurisdiction, duties, powers, and authority within the respective areas designated for each of said local boards in respect of all persons who registered with a registrar or board of registration therein, or registered thereafter with the local board therein as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of the respective local boards when the order in which such person is liable to be called for military service is determined by such local board, as in the case of one local board in a county.

In the event that more than one local board is created and established within such a county, each local board shall take, as near as practicable, into its possession, as hereinafter provided, the registration cards of all persons who registered within the areas designated for the respective local boards in such county.

In case, however, exact distribution of the registration cards is not so made, the local board exercising jurisdiction in any part of such a county upon receiving, as hereinafter provided by these regulations, and having in its possession, when the order in which such person is liable to be called for military service is determined by such local board, the registration card of any person registered in any part of such county shall have, possess, and exercise like jurisdiction, duties, powers, and authority, in respect of any such person, as in the case of a person who registered in the area in which such local board has jurisdiction.

(b) *In States having no county administrative organizations and in Territories.*—In the following States, viz, Massachusetts, Connecticut, and Rhode Island, in which it is not deemed practicable and desirable to create and establish a local board in each county, and in the several Territories, there shall be and hereby is created and established, as authorized by the terms of said act of Congress, a local board, in divisions, of each of the above-enumerated States and of each of the several Territories, containing approximately (exclusive of cities of 30,000 population or over) a population of 30,000 each.

The divisions of such States and Territories will be hereafter designated, and when designated the local board in each such division shall have exclusive jurisdiction in respect of all persons who registered with a registrar or board of registration therein, or registered



thereafter with the local board therein as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of the respective local boards when the order in which such person is liable to be called for military service is determined by such local boards.

Each such local board shall have jurisdiction in its respective area, in respect of all such persons, of all questions to be heard and determined by a local board therein, under the terms of said act of Congress and the rules and regulations prescribed by the President.

Each such local board shall have exclusive authority to do and perform, in respect of such persons, all other acts therein authorized by said act of Congress or by the rules and regulations prescribed by the President to be done or performed by a local board therein as in the case of a local board in a county.

A local board in a county or in such a division of any State or Territory containing any city having 30,000 population or over shall not have or exercise any jurisdiction, power, or authority in the area in any such city.

(c) *In cities of 30,000 population or over.*—There shall be and hereby is created and established, as authorized by the terms of said act of Congress, a local board for approximately each 30,000 of population in each city of 30,000 population or over, designated by the President, in the United States and in the Territories. The District of Columbia shall be regarded and considered as one city.

Each local board in such cities shall have like jurisdiction, duties, powers, and authority as in the case of a local board in a county, within the area to be designated for the respective local boards therein, in respect of all persons who registered with a registrar or board of registration therein, or registered thereafter with the local board as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of the respective local boards when the order in which such person is liable to be called for military service is determined by such local board.

In dividing any such city into areas, each containing approximately 30,000 population, the divisions shall, so far as practicable, correspond with the divisions, if heretofore made, for the purpose of the registration under the terms of said act of Congress and the rules and regulations prescribed by the President. Thereupon each local board shall take, as near as practicable, into its possession, as hereinafter provided, the registration cards of all persons who registered within the areas designated for the respective local boards in any such city.



In case, however, such divisions in any such city do not correspond with the divisions previously made for the purpose of registration and exact distribution of the registration cards is not so made, the local board exercising jurisdiction in any division of such a city, upon receiving, as hereinafter provided by these regulations, and having in its possession, when the order in which such person is liable to be called for military service is determined by such local board, the registration card of any person registered in any part of such a city, shall have, possess, and exercise like jurisdiction, duties, powers, and authority in respect of any such person, as in the case of a person who registered in the division of such a city in which such local board has jurisdiction.

**SEC. 3. Designations of local boards.**—Local boards having jurisdiction in a county shall be designated and known as the Local Board for the County of ———, State of ———.

Should there be more than one local board established in any county, the several local boards therein shall be designated and known as Local Board No. 1 or No. 2, and so on, for the County of ———, State of ———.

In the case of a State, such as Massachusetts, which is divided into divisions, such divisions shall be designated and known as Division No. 1, Division No. 2, and so on, and the local board in each of such divisions shall be designated and known as the Local Board for Division No. 1 or No. 2, and so on, State of ———.

In the case of any city of 30,000 population or over, in which there is but one local board, such local board shall be designated and known as the Local Board for the City of ———, State of ———.

In the case of any such city which is divided into more than one division, the respective divisions thereof shall be designated and known as Division No. 1, No. 2, and so on, and the several local boards in such divisions shall be designated and known as the Local Board for Division No. 1 or No. 2, and so on, City of ———, State of ———.

All certificates, reports, and records of such local boards shall bear upon their face the proper designation as above prescribed.

**SEC. 4. The qualifications for members of local boards.**—Each local board shall consist of three members, appointed by the President, one of whom, where practicable or desirable in the discretion of the President, shall be a licensed physician; provided, however, in his discretion, where advisable, the President may increase the membership of any local board.

The members of local boards must be citizens of the United States and must reside in the subdivision or area in which the local board, of which any person is appointed a member, has jurisdiction; and no person shall be appointed or act as a member of a local board who is connected with the Military Establishment of the United States.

SEC. 5. *Power to fill vacancies in any local board.*—Section 4 of said act of Congress provides that “any vacancy in any such local board or district board shall be filled by the President and any member of any such local board or district board may be removed and another appointed in his place by the President whenever he considers that the interest of the Nation demands it.”

SEC. 6. *Duty of members to notify Provost Marshal General and governor, or in cities of 30,000 population or over the mayor, of refusal to act or resignation.*—Any person appointed a member of a local board who refuses to accept such appointment, or any member of a local board who resigns as a member thereof, shall promptly notify by telegraph the governor of his State, Territory, or the Board of Commissioners of the District of Columbia, as the case may be (except in case such a person is appointed a member, or is a member, of a local board in a city of 30,000 population or over, when he shall promptly notify the mayor of his city instead of the governor of his State), of his refusal to accept the appointment or of his resignation. It shall be the duty of the other members of such a local board to likewise notify the governor or commissioners or mayor, as the case may be, of such refusal of a person to accept the appointment or of such resignation, or of any vacancy.

Upon receiving notice of any such refusal, resignation, or vacancy, it shall become the duty of the mayor to notify the governor thereof. The governor or commissioners, as the case may be, shall report by telegraph any such refusal, resignation, or vacancy brought to his knowledge to the Provost Marshal General in Washington, together with the name or names of a person or persons recommended to be appointed by the President to fill any such vacancy or vacancies.

In the case of cities of 30,000 population or over the governor may, in his discretion, consult the mayors of such cities and obtain from them the names of nominees for appointment to fill vacancies in the membership of the local boards in their respective cities.

SEC. 7. *Organization of local boards.*—Five days after a day to be hereafter fixed by the Provost Marshal General and communicated to the respective local boards by the Provost Marshal General or by the governors or commissioners, as the case may be, or as soon thereafter as practicable, the persons who have been appointed members of a local board shall convene in their respective jurisdictions in the place formerly occupied by the registration board in that jurisdiction, or in such other place within the jurisdiction of such local board as the majority thereof may designate.

No organization of a local board shall be made until at least a majority of the members have been appointed and are ready and willing to serve, and shall have taken the prescribed oath.

The members of each local board shall take the following oath:



I, \_\_\_\_\_, having been appointed a member of the local board for \_\_\_\_\_ (county, division, or city, giving exact official designation of local board), State of \_\_\_\_\_, under the terms of the act of Congress approved May 18, 1917, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office upon which I am about to enter; so help me God.

Sworn to and subscribed before me, at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 191—.

A majority of each local board shall constitute a quorum for the transaction of business, and a majority of those present at any meeting may decide any question before such board for decision. If, in the case of a board consisting of three members, any two members are unable to agree, the matter upon which they disagree shall be submitted to the board when all three members are present, in which case the vote of any two shall decide.

If the sheriff of a county is a member of the local board therein, he shall act as chairman and executive officer of such local board. If the sheriff is not a member, the board shall choose one of its members to be the chairman and executive officer. If one member of the board is a licensed physician, he shall act as examining physician of the local board, and a member shall be chosen by the board to act as clerk of such board. In the case of a local board having no licensed physician as one of its members, such board shall appoint a licensed physician, designated by the governor of the State or Territory or by the Commissioners of the District of Columbia, as the case may be, to act as the examining physician of such local board.

In case the governor of any State or Territory or the Commissioners of the District of Columbia so desire, a licensed physician may be designated to act as examining physician of a local board of which a licensed physician is a member, and such examining physician so designated shall be appointed by such local board to act as the examining physician of such local board.

A record of the meeting at which each local board is organized shall be made on a form prepared by the Provost Marshal General and furnished the local boards for that purpose. The record of such meeting as entered on such form must state the time and place of such meeting, the names of at least a majority of such local board and recite that they were personally present at such meeting, and recite the election of a chairman and executive officer and clerk. The

record of such meeting must be signed by the chairman and clerk, respectively, of such local board. One copy of such record shall be retained by the local board and one copy thereof mailed to the governor of the State, Territory, or the Commissioners of the District of Columbia, as the case may be.

The clerk of each local board shall, immediately after such organization, report by telegraph to the governor of his State or Territory that the organization of the board has been completed. The governor of each State or Territory shall report to the Provost Marshal General in Washington by telegraph the progress of the organization of local boards in his State or Territory.

The meetings of a local board, except adjourned meetings, shall be held after one day's notice posted in the office of said local board and mailed by registered mail to the other members of the board at their places of residence by the clerk or by the chairman in the absence or refusal of the clerk to act. The meetings of a local board may be adjourned from time to time, and in such cases meetings may be held without notice to the members thereof other than the notice at the time of adjournment to those present.

Local boards may make rules of procedure not inconsistent with said act of Congress or with these rules and regulations.

*Sec. 8. Local boards to take possession of registration cards.*— Upon the completion of the organization of a local board the chairman and clerk thereof shall at once demand and take into their possession all the registration cards and all copies thereof and records in connection therewith in the possession of any board of registration, or of any other person or persons having possession of registration cards filed within the area in which the respective local boards have jurisdiction.

Upon demand being made by the chairman and clerk of a local board for such registration cards, copies, and records in the possession of any board of registration, or of any other person or persons, it shall become and be the duty of the members of such board of registration, or of any other person or persons having possession thereof, to immediately deliver or cause to be delivered to such local board all such registration cards, copies, and records. Failure so to do will incur the penalty in such case made and provided by the laws of the United States.

The functions of each board of registration, after delivering all the registration cards, copies, and records in its possession to the local board having jurisdiction, shall thereupon cease and terminate, and thereafter the local boards shall within their respective jurisdictions perform all the duties and acts remaining to be performed by a board of registration within its jurisdiction under the terms and provisions of said act of Congress and under the rules and regulations prescribed by the President.



Upon receiving such registration cards it shall be the duty of a local board to at once carefully examine them for the purpose of ascertaining whether any registration card received by such local board was filed within the area of some other local board. If any registration card shall be received by a local board that was not filed within the area of such local board, such registration card, together with the copy thereof, shall at once be delivered in person, if practicable, or, if not practicable, then by registered mail to the local board having jurisdiction in the area in which such registration card was filed.

It shall be the duty of each person registered to examine the lists hereafter required to be posted to ascertain whether his registration card is in the possession of the local board exercising jurisdiction in the area in which the person registered, and to call any error to the attention of the local board.

In case, however, the registration card of any person is not delivered to the local board exercising jurisdiction in the area in which such registration card was filed, when the order in which such person is liable to be called for military service is determined by such local board, the local board for any county or any division of a county, any city or any division of a city, or any division of a State or Territory, having the registration card of any person registered in any part of the State or Territory in which such local board has jurisdiction, in its possession, when the order in which such person is liable to be called for military service is determined by such local board, shall have, possess, and exercise like jurisdiction, duties, powers, and authority in respect of any person whose registration card is then in its possession as though such person had registered within the area in which such local board exercises jurisdiction.

SEC. 9. *Duty of local boards to number registration cards.*—Immediately upon its organization, and, if practicable, within three days thereafter, each local board shall number each and every registration card then in its possession, beginning with number 1 and continuing consecutively until all registration cards are numbered. These numbers shall be known as "serial numbers" and must be entered on the face of each registration card in red ink between the words "Form 1" occurring at the left-hand top of the card, and the words "Registration card." The local board will at the same time give the same "serial number" to the corresponding copy of each registration card which it numbers.

The registration cards should not, for the purpose of assigning such "serial numbers," be alphabetically arranged, but must be serially numbered without regard to the alphabetical arrangement of such registration cards.

As additional registration cards are thereafter received or made out by any local board, such cards shall be given a "serial number" in exactly the manner used in numbering the other registration cards. Such additional cards shall be numbered consecutively in the order in which they are received or made out. The first of such additional cards so received or made out shall bear the "serial number" next following the last "serial number" placed upon a registration card received from the registration officers; and other or additional cards received or made out thereafter shall bear the numbers next following this number in consecutive, numerical order.

In case any local board has in its possession any registration cards of which it has not copies it will immediately make such copies and will give to each of them the "serial number" which corresponds to the registration card of which it is a copy. The blank forms (Form 1) for such copies will be furnished by the governor of each State, Territory, or by the Commissioners of the District of Columbia, as the case may be.

When a local board has a copy of each card with its proper "serial number" thereon in its possession the clerk of the local board shall at once forward such copies by express or registered mail to the adjutant general of his State, Territory, or the District of Columbia, as the case may be, who will hold them for further instructions. In the case of cities of 30,000 population or over, however, the clerk of each local board will forward such copies so named to the mayor of his city, who will in turn forward them to the adjutant general of his State, to be held as in the case of copies of registration cards received directly from the clerks of local boards.

Each local board shall verify as to its accuracy each copy of each registration card so forwarded, by the signature of one of the members of the local board.

The local board shall make a like copy, so verified, of each and every other additional card thereafter received or made out by it as the same is by it received or made out, and the clerk of each local board shall immediately and from day to day forward such copies of such additional cards to the adjutant general of his State, Territory, or to the Commissioners of the District of Columbia, as the case may be, or the mayor of his city as hereinbefore provided.

SEC. 10. *Local board to make and post lists of persons whose registration cards are in its possession.*—Concurrently with the numbering of the registration cards as above provided each local board must prepare four duplicate lists of the names of all persons whose registration cards are in the possession of such local board. Such lists must contain the names of all such persons arranged in the order of their consecutive "serial numbers"—that is, the number in red ink on their respective registration cards—beginning with No. 1.



The local board shall retain one copy of such list. It shall, immediately upon completion of the list, post one copy in a conspicuous place, accessible to the public view, in the office of the local board; it shall at the same time make one copy accessible, in the office of the local board, to the press, with a request for publication; and the clerk of the local board shall send one copy at the same time by registered mail to the Provost Marshal General in Washington.

Each local board must thereafter daily prepare in the same manner four duplicate lists of the names of all persons whose registration cards are thereafter received or made out by it each day, and the name of each person on such lists must be given its "serial number" in the manner hereinbefore provided; and each local board must daily retain, post, offer for publication, and mail copies of such additional lists so containing the "serial numbers" as above provided.

*SEC. 11. Provisions of said act of Congress authorizing the President to draft certain military forces and to make regulations therefor.*—Said act of Congress authorizes the President to raise by draft certain military forces therein enumerated, and section 2 of said act provides that:

\* \* \* all other forces hereby authorized, except as provided in the seventh paragraph of section one, shall be raised and maintained by selective draft exclusively; but this provision shall not prevent the transfer to any force of training cadres from other forces. *Such draft as herein provided shall be based upon liability to military service of all male citizens, or male persons not alien enemies who have declared their intention to become citizens, between the ages of twenty-one and thirty years, both inclusive, and shall take place and be maintained under such regulations as the President may prescribe not inconsistent with the terms of this act.* Quotas for the several States, Territories, and the District of Columbia, or subdivisions thereof, shall be determined in proportion to the population thereof, and credit shall be given to any State, Territory, District, or subdivision thereof, for the number of men who were in the military service of the United States as members of the National Guard on April first, nineteen hundred and seventeen, or who have since said date entered the military service of the United States from any such State, Territory, District, or subdivision, either as members of the Regular Army or the National Guard.

*SEC. 12. Method and manner of making draft to be prescribed by later regulations.*—A method, manner, time or times, and place or places will be prescribed by the President, by regulations to be hereafter issued, for each local board to determine the order in which the persons, whose registration cards are within the jurisdiction of the respective local boards in accordance with the regulations herein prescribed, are liable to be called for military service by the respective local boards to be physically examined, exempted, discharged, or finally to be accepted into the military service of the United States.

*SEC. 13. Determination of quotas to be furnished.*—The quotas to be furnished by the respective local boards shall be determined in



accordance with said act of Congress and regulations to be hereafter prescribed by the President. The President will cause the quotas for the several States, Territories, and the District of Columbia to be determined and notice thereof to be communicated to the governor of each State and Territory and to the Commissioners of the District of Columbia. The governor of each State and Territory and the Commissioners of the District of Columbia, acting for the President, shall thereupon, in accordance with regulations to be hereafter prescribed by the President, determine the quotas to be furnished by the several local boards within such State, Territory, or District from the persons whose registration cards are within the jurisdiction of the respective local boards therein, and shall communicate notice thereof to each local board within such State, Territory, or District.

The quotas so determined shall be furnished by the respective local boards in the method, manner, and at the time or times and place or places prescribed by regulations hereafter to be issued by the President.



*U.S. War Dept.*

# REGULATIONS GOVERNING DISBURSEMENTS INCIDENT TO THE REGISTRATION AND SELECTIVE DRAFT

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PREScribed BY THE PRESIDENT UNDER  
AUTHORITY OF THE ACT OF CONGRESS  
APPROVED MAY 18, 1917 . . . . .



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917

WAR DEPARTMENT,  
*Washington, June 15, 1917.*

Under authority vested in him by the act of May 18, 1917, the PRESIDENT OF THE UNITED STATES prescribes the following regulations governing disbursements incident to the registration and selective draft under said act, and directs that said regulations be published for the government of all concerned and that they be strictly observed.

NEWTON D. BAKER,  
*Secretary of War.*



**REGULATIONS GOVERNING DISBURSEMENTS INCIDENT TO THE  
REGISTRATION AND SELECTIVE DRAFT UNDER THE ACT OF  
MAY 18, 1917.**

**PRESCRIBED BY THE PRESIDENT.**

1. The act of Congress approved June 15, 1917, carries an appropriation in terms as follows:

**REGISTRATION AND SELECTION FOR MILITARY SERVICE.**—For all expenses necessary in the registration of persons available for military service and in the selection of certain such persons and their draft in the military service, \$2,658,413.

2. This is the only appropriation disbursing officers and agents will have occasion to make payments from, and the title of it, "Registration and Selection for Military Service," should be placed on the face and brief of all vouchers paid on the blank lines provided for showing the appropriation.

**DISBURSING OFFICERS AND AGENTS.**

3. There shall be in each State and Territory and in the District of Columbia a disbursing officer and agent of the United States, who shall be charged with the duty of paying all lawful accounts payable from Federal funds for materials furnished and services rendered in such State, Territory, or District in connection with the registration, selection, and draft authorized and required by the selective service act of May 18, 1917.

4. Appointments as disbursing officers and agents are made by the President.

5. No person shall enter upon the duties of a disbursing officer and agent until he shall have qualified as such by furnishing an official bond approved by the Secretary of War.

6. A disbursing officer and agent is charged with the duties and responsibilities of his office and such duties and responsibilities do not devolve upon another person deputized to perform this work.

**FUNDS.**

7. Necessary funds to cover disbursements lawfully to be made by each disbursing officer and agent will be placed to his credit with the Treasurer of the United States upon application therefor to the Provost Marshal General.

8. A request for funds will be made in the form of a letter, which must be accompanied by an estimate showing the purpose for which the funds are required, such as "pay of officials," "employees," "per diem allowances," "rental," "drayage," etc.

**4 INSTRUCTIONS TO DISBURSING OFFICERS AND AGENTS.**

9. Only one request for funds should be submitted each month, except to cover unforeseen and urgent claims, in which case a full explanation of the reason for the special request should accompany the same.

10. Estimates for funds will be made sufficiently in advance of the time they will be needed for disbursement to permit timely action by officials of the Treasury Department. The average time required for the Treasury Department to act on requisitions for funds and place the same to the credit of the disbursing officer and agent is 10 days. Estimates for funds necessary to meet the disbursements of any particular month should not be forwarded before the 10th of the preceding month, except from disbursing officers in Pacific Coast States and the Territories, whose requisitions will be forwarded on the 1st of the preceding month.

**COMPENSATION.**

11. The desire in all communities to render patriotic service to the Government has given rise to numerous assurances that civilian services required in connection with the registration, selection, and draft authorized by the selective service act will, in many cases, be rendered gratuitously. In order, however, that no person selected for such service may find himself compelled to decline to serve because the financial sacrifice involved is too great, the following rates of compensation are authorized in cases in which the services referred to are not rendered gratuitously, viz:

(a) Disbursing officers and agents may receive compensation at the rates hereinafter indicated for each State, Territory, and the District of Columbia, viz:

\$75 per month: Alaska, Arizona, Colorado, Delaware, District of Columbia, Florida, Hawaii, Idaho, Maine, Montana, Nevada, New Hampshire, New Mexico, North Dakota, Oregon, Rhode Island, South Dakota, Utah, Wyoming and Vermont.

\$83.33 per month: Arkansas, Connecticut, Kansas, Louisiana, Maryland, Mississippi, Nebraska, Porto Rico, South Carolina, Washington and West Virginia.

\$100 per month: Alabama, California, Georgia, Indiana, Iowa, Kentucky, Massachusetts, Michigan, Minnesota, Missouri, New Jersey, North Carolina, Oklahoma, Tennessee, Virginia and Wisconsin.

\$120 per month: Illinois, New York, Ohio, Pennsylvania and Texas.

(b) Members of district and local boards may receive compensation at the rate of \$4 per day for each day upon which the board is in session and the member claiming compensation present.

(c) Examining physicians not members of local boards may receive compensation as follows: \$1.00 for 10 men, or less than that number, examined on any one day, and 10 cents additional for each man in excess of 10 examined on the same day; but an amount in excess of

\$4.00 will not be paid to any one examining physician for physical examinations made on any one day.

12. Clerical assistance for disbursing officers and agents may, when necessary and not rendered gratuitously, be employed to the extent and at rates authorized by the Provost Marshal General; but the rate of compensation shall in no case exceed \$2.50 per day of actual service rendered, nor shall it exceed the rate paid for similar services by the State, Territory, or District. The authority of the Provost Marshal General must be obtained in all cases prior to the employment by disbursing officers and agents of clerical assistance for which the payment of compensation is contemplated.

13. Clerical assistance for local boards may, when necessary and not rendered gratuitously, be employed to the extent and at rates authorized by the Governor of the State or Territory or the Commissioners of the District of Columbia; but the rate of compensation shall in no case exceed \$2.50 per day of actual service rendered, nor shall it exceed the rate paid for similar services in the locality by the State, Territory, or District. The authority of the Governor or the Commissioners, as the case may require, must be obtained in all cases prior to the employment by local boards of clerical assistance for which the payment of compensation is contemplated.

13 (a). Clerical assistance in connection with the registration when, in the opinion of the Governor of the State or Territory or the Commissioners of the District of Columbia, such assistance was necessary, may, if not rendered gratuitously, be paid for upon approval by the Governor or Commissioners, as the case may require, at rates not to exceed the rate paid for similar public service in the locality in which the service was rendered.

14. Clerical assistance for district boards may, when necessary and not rendered gratuitously, be employed to the extent and at rates authorized by the Secretary of War and communicated by the Provost Marshal General. The authority of the Secretary of War must be obtained in all cases prior to the employment by district boards of clerical assistance for which the payment of compensation is contemplated.

15. The right to compensation as a disbursing officer and agent will commence on the date fixed for registration, under the selective service act of May 18, 1917, in the State, Territory or District, or as soon thereafter as the person appointed shall have qualified, and will terminate at a date to be fixed by the Provost Marshal General.

16. No person who is receiving compensation from Federal funds for services rendered in any other capacity shall receive compensation from any appropriation disbursed by disbursing officers and agents under these regulations.



17. Disbursing officers and agents will be paid on War Department Form No. 335, made out, signed and certified by themselves.

18. Payments to examining physicians will be made on War Department standard Form No. 378. The number of examinations made each day should be shown by days, but need not be itemized as to individuals. If more space is needed than is contained on one page, the certificate should be cut off from all but the last page, and all pages going to make up the whole voucher securely fastened together at the top. These vouchers should be certified to by the executive officer of the local board before being forwarded to the Adjutant General for transmission to the disbursing officer and agent for payment.

19. One voucher only should be submitted by each physician upon completion of his examinations for the month.

20. All officers and agents, when directed to travel by orders issued from the office of the Provost Marshal General, and a member or employee of the district board required, by resolution of the board, to travel in order to perform temporary duty at a place other than the city in which such board is established may be paid a flat per diem allowance of \$4.00 per day while actually traveling and in the performance of such temporary duty; but no per diem allowance shall be paid to any member or employee of such board for duty in the city in which such board is established. When a period of travel and temporary duty includes fractional parts of a calendar day, the allowance for such fractional parts will be at the rate of \$1.00 for each six hours.

21. Payment of per diem allowances will be made on War Department Form No. 350a, on which all blank spaces below the words "The United States, To" will be filled in down to the check notation. Each voucher will be accompanied by a copy of the resolution of the board directing the travel, which resolution shall contain a statement that the travel directed is necessary in the public service; and a statement showing the following data:

Time of departure from permanent station;  
Time of arrival at temporary station;  
Time of departure from temporary station; and  
Time of arrival at permanent station.

22. When travel is necessary by common carrier, members and employees of district boards will be allowed the cost of transportation and Pullman accommodations over the shortest usually traveled route.

23. Members of local and district boards and their employees when their services are not rendered gratuitously, will be paid individually on War Department Form No. 335, signed by the individuals concerned on the face of the voucher on the blank lines following the certificate "I certify that the above bill is correct and that

the payment therefor has not been received." The voucher must then be certified by the executive officer of the board on the blank lines above the word (title). Vouchers will be made out in duplicate in all respects, except that the memorandum voucher carries no signatures. A typewriter will be used whenever practicable; if not used, the voucher will be made out with ink. Do not fill in any blanks above the words "The United States, To" or below the certificate of the executive officer of the board.

24. When public buildings are not available for use as offices by district and local boards, each such board may lease the necessary rooms for that purpose for the period of one month, with the privilege of renewal from month to month until December 31, 1917. The lease should, if practicable, include heat, light, water, janitor service, and the necessary office furniture, except card filing cases. No lease made by a local board shall become effective until approved by the Governor of the proper State or Territory or by the Commissioners of the District of Columbia; and no lease made by a district board shall become effective until approved by the Secretary of War. Blank forms for leases will be obtained when required from the office of the Provost Marshal General.

24a. Bills for the rental of offices and office furniture for use by registrars and registration boards, and for drayage and for similar services necessarily incident to the registration, may be paid upon vouchers approved by the Governor of the State or Territory or the Commissioners of the District of Columbia.

#### CHECKS.

25. As soon as each disbursing officer and agent has qualified i. e., as soon as his bond has been approved, the Provost Marshal General will make request on the Treasury of the United States to furnish him with a symbol number and a supply of official checks.

26. All blank checks for use by disbursing officers are issued by the Division of Printing and Stationery, Treasury Department, to which all correspondence relating thereto should be addressed; and only blank checks thus issued will be used in drawing checks on the Treasury of the United States.

27. A disbursing officer and agent receiving a supply of checks shall receipt for the same to the issuing office; and when he ceases to act as a disbursing officer and agent, he shall return the unused checks to the Division of Printing and Stationery, Treasury Department, retaining with his official records the stubs or register of checks issued to him. In case one disbursing officer and agent is succeeded by another, the officer and agent relieved may transfer his unused checks to his successor, retaining for file with his official

records the stub or register of checks issued. The successor may temporarily use the checks of the former disbursing officer by striking out his predecessor's numerical symbol and inserting his own until such time as he can secure a supply of checks with his own numerical symbol printed thereon, after which the unused checks of his predecessor shall be returned to the Division of Printing and Stationery, Treasury Department.

28. The greatest care should be exercised in safeguarding blank checks. Check books should be kept under lock and key when not in use.

29. The disbursing officer and agent will not draw an official check until after he has received official notification that funds are deposited with the Treasurer of the United States to his credit.

30. No disbursing officer and agent shall issue a check on the Treasurer of the United States until after he has ascertained his individual numerical symbol from the Treasurer of the United States, which numerical symbol shall be printed, stamped, or written in the lower right-hand corner of each check.

31. Should a disbursing officer and agent make an erasure or alteration on any of his checks, he shall certify, across the face of the check, as to the correctness of such erasure or alteration.

32. Spoiled or canceled checks shall be sent quarterly by each disbursing officer and agent directly to the Auditor for the War Department. A record of the date of cancellation and transmission will be entered on the stub.

33. In writing checks on the protective surface-tinted blanks furnished by the Treasury Department the ordinary typewriter with plain type, or rubber stamps, may be used instead of pen and ink in filling in the names and amounts. Only typewriter record ribbons, writing black or blue, the ink of which must be heavy and of a permanent nature, or stamp pads inked with a permanent black ink, shall be used for the purpose.

34. The date on the check stub or register of checks issued will be the same as on the check to which it relates.

35. In making payments for purchases and services only official checks will be used, drawn payable to the order of the person to whom the money is due, except when drawn for a cash payment; and on each voucher will be noted the number of the check, the date of its issue, the party in whose favor the check is drawn, and the amount. On the face of the check will be stated the object of the expenditure and also the number or other necessary description of the voucher it covers. This statement of purpose must be made in brief form, but must clearly indicate the object of the expenditure, as, for instance: "Pay of registrar," adding the station; "Purchase of supplies," "Rent," etc.



36. A disbursing officer and agent may draw his check in favor of himself to make payments in cash of amounts not exceeding \$20.00. In such case, the check will be drawn not more than two days before the payments become due. In all other cases the checks will be drawn only in favor of the person, firm, or corporation, by name, to whom the payment is to be made.

37. Checks will not be returned to the drawer after their payment, but will be retained on file in the Treasury Department. The Treasury Department, however, furnishes a monthly statement of checks paid.

38. Whenever an original check of a disbursing officer is lost, stolen, or destroyed, the owner, to better protect his interest, should, in writing notify the Treasurer of the United States of the fact of such loss, stating the name of the disbursing officer and agent by whom it was drawn, describing the check, giving, if possible, its date, number, and amount, and requesting that payment of the same be stopped. In order to procure the issue of a duplicate check the party in interest must furnish the disbursing officer and agent who issued the original check with an affidavit explaining the loss, and an indemnity bond, both of which should be prepared on the form furnished for the purpose by the Treasury Department. The form contains full instructions as to the proper method of preparation. Upon the filing of these papers a duplicate check may be issued after the expiration of 30 days and within three years from the date of issue of the original, and such duplicate check, with the affidavit and bond, will be forwarded directly to the Secretary of the Treasury for approval. In case the disbursing officer who issued the original check is no longer in the service, the notice and proof of loss and the indemnity bond will be sent to the Secretary of the Treasury, and it becomes the duty of the proper accounting officer, under section 3647, Revised Statutes, to state an account in favor of the owner of the lost check and to charge the amount thereof to the account of the disbursing officer. No Disbursing officer and agent is authorized to issue a duplicate check except as prescribed in this paragraph.

39. A disbursing officer and agent who ceases to act as such will at once inform the Secretary of the Treasury what checks drawn against public funds to his credit, if any, are still outstanding and unpaid.

40. In case of death, resignation, or removal of a disbursing officer and agent, checks previously drawn by him will be paid from funds to his credit, unless such checks have been drawn more than four months before their presentation, or reasons exist for suspecting fraud. Any check drawn by him and not presented for payment within four months of its date will not be paid until its correctness shall have been attested by the Comptroller of the Treasury or by his chief clerk.

## **10 INSTRUCTIONS TO DISBURSING OFFICERS AND AGENTS.**

41. A check drawn by a disbursing officer and agent still acting in that capacity, presented before it shall have been issued three full years, will be paid in the usual manner from funds to the credit of the drawer.

### **DISBURSEMENT OF FUNDS.**

42. A disbursing officer and agent will not pay an account until it is due. In case of contracts for the performance of services or delivery of articles, payments will not exceed the value of services rendered or articles actually delivered. An officer and agent, before making any payments whatever from funds placed to his credit, must carefully observe all regulations governing expenditures and money accountability. The regulations are binding and will be strictly followed in passing upon the officer's money accounts.

43. Disbursements will be made by the disbursing officer and agent upon properly executed vouchers received from registrars and registration boards and local or district boards within his State, Territory, or the District of Columbia. These vouchers when received should be carefully checked to ascertain if they have been executed in compliance with the law and regulations and contain sufficient data to insure the amount being credited to the account of the disbursing officer and agent when the voucher is audited in the Treasury Department.

### **PURCHASES.**

44. Disbursing officers and agents are not authorized to make purchases of supplies except upon approval of the Provost Marshal General, whose authority must be obtained in all cases before purchases are made.

45. No officer and agent disbursing Federal funds under these regulations or directing the disbursement thereof shall be concerned individually, directly or indirectly, in the purchase or sale of any articles intended for, used by, or pertaining to the business transacted in connection therewith.

### **VOUCHERS.**

46. All disbursements or expenditures must be evidenced by proper vouchers.

47. All voucher forms to be used are printed in duplicate and perforated at top. When prepared on a typewriter, a carbon sheet inserted between will make both the "Original" and "Memorandum" at one time.

48. Only one copy of a voucher, the original, shall contain signed certification, approval and receipt; memorandum copies of vouchers should be initialed only. The voucher will be prepared by the person performing the service or furnishing the supplies and forwarded to the State disbursing officer and agent for payment. The State dis-



bursing officer and agent will forward to the Provost Marshal General, Washington, D. C., for transmission to the Auditor for the War Department, with his account current at the close of business for the preceding month, the original voucher in support of the account current and will retain the memorandum for his files.

49. Original vouchers will, if possible, accompany the account current; if subsequently forwarded, suitable explanation will be made; copies will not be accepted unless duly certified and accompanied by satisfactory evidence of the loss or destructions of the originals.

50. Vouchers written in pencil will not be accepted. Vouchers which show erasures will not be accepted, unless accompanied by an authenticated statement explaining the erasures.

51. When more than one article of the same kind and quality is listed on a voucher the unit price must be shown.

52. A signature on a voucher by mark must be witnessed by a disinterested person, with his address.

53. Vouchers should be numbered consecutively, and so recorded on the abstract of payments. Such numbers should not be repeated during any fiscal year.

54. Vouchers for purchases and services other than personal should be prepared on War Department Forms 330, for personal services on 335, and that for physical examination on 378, in a manner following the instructions which have been furnished to each registrar of the county or district headquarters, and published herewith. See model vouchers with these regulations.

55. Every voucher in support of a payment for supplies or for services must be stated in the name of the corporation, company, firm, or person rendering the service or furnishing the articles for which payment is made, giving his or their address, and will show (if for supplies furnished) the date of the purchase (or the order number), the quantity and price of each article, and the amount of (if for services) and the character of the service, the date or dates on which they were rendered, and the amount.

56. The State, Territory, and the District disbursing officer will not pay for telegrams, these accounts being settled by officers of the Federal Government at other points.

57. A voucher for services rendered by the day or month will show the character of the service, the inclusive dates thereof, the time for which payment is made, the rate of pay, and the amount.

58. Vouchers for supplies, or for services other than by the day or month submitted in support of payments for all work authorized, may, if desired, be accompanied by the original bills submitted by the creditor and dated and signed by him or by his authorized representative, and vouchers with such bills attached will be made out in favor of the creditor, giving his address, and stating the account in



general terms, with the aggregate amount only extended, and the words, "as per bill hereto attached," or words of like import, added.

59. When desirable, the creditor may place the certificate of the creditor, which is printed on the voucher, upon the original bill, and when so placed the certificate upon the voucher need not be signed, provided that the bill be attached to and made a part of the voucher.

60. If payment with currency is made to an incorporated or to an unincorporated company, the money will be delivered to and the voucher certified and receipted by a duly authorized officer or agent of the company; the certificate and receipt to be signed with the company name, followed by the autograph signature of the officer, with his title, or of the agent to whom the money was delivered, and the receipted voucher will be accompanied by evidence showing his authority. This evidence will consist of extracts from the articles of incorporation or association, the by-laws, or the minutes of the board of directors, duly certified by the custodian of such records (under the company seal, if there be one), showing that the signer is properly vested with authority to receive and receipt for money due to the company.

61. If payment of currency is made to an individual or to a partnership doing business as such, the certificate and receipt will be signed with the firm's usual signature by one of the members of the firm, who will be required to affix his own signature as "one of the firm."

62. If the payment with currency is made to an individual creditor, the certificate and receipt will be signed by him in person.

63. If payment is made by check to the order of any company (incorporated or unincorporated) or firm, or individual by name, the fact that the check has been so drawn should be stated on the voucher, giving the number, date, and amount, and the certificate to the voucher may be signed by an officer, attorney, or agent of the company, or by an officer or agent of the firm or individual, stating the capacity in which he signs, without filing with the voucher evidence of his authority to sign. The disbursing officer in all such cases will deliver the check to such person only as he is satisfied is authorized by the principal to certify to the voucher and receive the check.

64. Receipts for small sums paid with currency to a corporation for an occasional service rendered may be signed and the vouchers certified by the local agent in charge of the business of the company at the place where the service is rendered, and the certificate of the officer and agent who made the payment that the person to whom payment was this day made was then the local agent of the company in charge of its business at the place designated will be sufficient evidence of the agent's authority to certify to the vouchers and to receipt for the money paid.

65. When an account is presented by an individual who is not known to the disbursing officer and agent, the latter will require him to be identified.

66. The form of the signature to the certificate, and to the receipt when required, and the name of the person or business firm as entered at the head of an account must be literally alike.

67. When applicable, the following rules for the computation of time in payment for services will be observed:

For any full calendar month's service, at a stipulated monthly rate of compensation, payment will be made at such stipulated rate without regard to the number of days in that month.

When service commences on an intermediate day of the month, 30 days will be assumed as the length of the month, whatever be the number of days therein.

When the service terminated on an intermediate day of the month, the actual number of days during which service was rendered in that calendar month will be allowed.

When the service embraces two or more months or parts of months, but one fraction will be made, thus: From September 21 to November 25, inclusive, will be calculated—September 21 to October 20, inclusive, one month; from October 21 to November 20, inclusive, one month; from November 21 to 25 inclusive, 5 days, making the time allowed 2 months and 5 days.

When two fractions of months occur and both are less than a whole month, as from August 21 to September 10, the time will be determined thus: August 21 to 30 inclusive (ignoring the 31st), 10 days; from September 1 to 10 inclusive, 10 days; making the time allowed 20 days.

Services commencing in February will be calculated as though the month contained 30 days, thus: From February 21 to 28, (or 29), inclusive, 10 days. When the service commences on the 28th of that month, 3 days will be allowed, and if on the 29th, 2 days.

If service commences on the 31st day of the month, payment will not be made for that day.

For services of persons employed at a per diem rate, payment will be made for the actual number of days during which service actually was rendered. When services are rendered from one given date to another, the account will state clearly whether both dates are included.

In computing the wages of persons employed at a per diem rate, the day on which service begins and the day on which it ends will be allowed in the computation.

Unauthorized absence on the 31st day of a month results in the loss of one day's pay.

## ACCOUNTS CURRENT.

68. Every disbursing officer and agent must send, by indorsement, to the Provost Marshal General, Washington, D. C., within 10 days following the end of the month to which it relates, an account current of all money received, expended, and remaining on hand during the month. The actual date of forwarding the account should be stated in the indorsement in order that the officials of the Treasury Department may satisfy themselves whether the requirements of law have been complied with. The establishment of 10 days as the period allowed to an officer to prepare and forward his accounts is a statutory provision, the purpose of which is to secure the prompt rendition of accounts of disbursing officers and agents, and to forbid the advancing of money to those officers and agents who are delinquent in forwarding accounts. Any irregularities in the mail service or want of blank forms will not excuse a failure to comply with the statutory provision.

69. The account current will be made in duplicate, one copy to be retained by the disbursing officer and agent as his record of the financial transactions comprised therein, and the other, accompanied by the abstract of expenditures, summary of funds received, expended, and remaining on hand, and all vouchers will be forwarded to the Provost Marshal General, Washington, D. C., as stated above, for administrative examination and reference to the Auditor for the War Department. With the account current, will be forwarded all orders or authorities, or copies thereof, covering the expenditures, and other papers upon which the officer and agent relies to have himself relieved from responsibility for funds placed to his credit.

70. The account current will show funds only under the titles of the general appropriations from which the funds were received.

71. The account current must show, under credits, the balance, by appropriations, on hand from last account, together with all moneys received during the month, with dates thereof and from what source received; under debits, the total amounts expended under the general appropriations, and the balances due the United States, as shown in the certificate on the account current.

72. The cash account on the reverse of the account current is intended to show only cash (currency) received, expended, and remaining on hand during the month. Funds placed to the official credit of a disbursing officer and agent and payments made by check should not be exhibited therein. If there are no cash transactions during the month, the negative character of the cash account should be indicated by appropriate entry on its face. If there is any cash balance, i. e., currency, in the hands of an officer at the time of the rendition, of his account current, such cash balance should be counted, verified, and certified to by a disinterested officer, preferably the property and disbursing officer of the State.



73. All transactions coming within the time covered by an account current shall be reported therein. No payments or collections not actually made during the period of an account shall be indicated therein. When a fraction of a cent less than one-half occurs in the footing of a voucher, it will be disregarded. If the fraction be one-half or greater, it will be reckoned as a cent.

74. Accounts current must be rendered promptly, whether disbursements have been made or not, until all funds remaining to the credit of the officer have been deposited to the credit of the Treasurer of the United States. Also a summary of funds received, expended, and remaining on hand must be furnished each month, whether disbursements have been made or not.

75. A final account current under a bond must include all moneys, to the credit of the disbursing officer and agent, and show the manner in which the funds are finally disposed of.

76. Blank forms for rendering accounts, abstracts of expenditures, summary of funds received, expended, and remaining on hand, and vouchers to the account, may be obtained by request forwarded to the Provost Marshal General, Washington, D. C.

77. The balances acknowledged by disbursing officers and agents and their analysis thereof must actually represent the state of their business at the close of the last day for which the accounts are rendered. They must so order their business that they may, whenever called upon so to do, close immediately their accounts and analyze their acknowledged balances.

#### CASHBOOK.

78. Every disbursing officer and agent is required to keep a cashbook showing the amount disbursed under each appropriation and apportionment, and the total funds on hand under each. Such cashbooks should be balanced monthly, and the totals must agree with the account current. The cashbooks are supplied by the Provost Marshal General and each officer is required to provide himself with one. The cashbook is the property of the Federal Government, and shall not be removed from the office of the disbursing officer. The officer and agent to whom issued will see that it is carefully preserved as a part of the records of the Federal Government; that the entries are properly made, and that the book is transferred to his successor. In making a transfer of a cashbook, the officer and agent should take a memorandum receipt therefor from his successor.

79. The approved method of using the cashbook is to enter only such appropriation and apportionment headings as are required by the appropriations and apportionments being handled by the disbursing officer and agent whose accounts the cashbook carries, and to provide as many debit and credit columns under each apportion-

ment heading of each appropriation as there are fiscal years involved, the headings with this in view not being printed in.

80. The headings of such appropriations and subheadings of apportionments as are involved should be entered in the order in which they appear in the analysis of the appropriation.

81. The debit column under each head of apportionment and under miscellaneous receipts should exhibit figures of all receipts of whatever character thereunder, and the corresponding credit column should show the figures of all disbursements, transfers, and deposits of funds to the credit of the Treasurer of the United States.

82. It is not necessary that each and every transaction affecting cash should be entered separately. Report of cash sales may be carried to the cashbook on one line, the entry in the column heads "From what source," etc., reading "Cash sales as per vouchers."

83. Funds received should be entered on a single line, as "War warrant No. ...." In case of apportionment transfer the entry may be "Apportionment transfer, .....account," giving the date in date column.

84. Cash collections from whatever source received, and the proceeds of sales, which under the regulations are required to be deposited to the credit of the Treasurer of the United States, will be so deposited at once.

85. In addition to the above, a daily record of all actual cash transactions will be kept in a memorandum book or blotter. The totals of the day's transactions should be entered, using one line for each class of funds.

86. Disbursing officers and agents who do not, for any reason, receive from the Treasury Department the monthly statement in time for them to analyze their balances as shown on their accounts current should not delay the rendition of their accounts, but should compute their net balances from their check stubs, state that such balances are so computed, and make a further statement in explanation that the balances have been computed from check stubs for the reason that no monthly statement had been received from the Treasury Department.

#### AUDITING AND ACCOUNTING.

87. Upon receipt of an officer's accounts by the Provost Marshal General, it will be examined as to legality of payments and completeness of all papers. The complete account will then be forwarded to the auditor of the Treasury for the War Department who will audit all papers comprising the account. Upon completion of the audit the auditor will send the disbursing officer and agent a statement of account and if the balance found due the United States differs from that of the officer, a detailed statement called a "State-



ment of differences" will accompany it. In this, each voucher will be either suspended or disallowed. A "suspended" voucher means that credit for the amount paid on the voucher is withheld until further evidence is furnished as called for. As long as a voucher is suspended, the auditor has jurisdiction and all correspondence pertaining to the suspension must be directed to him. If a payment is in violation of law, or represents an overpayment or if for any other reason it is held by the auditor to be an improper charge against Federal funds, the auditor may disallow same. If the action of the auditor is not acquiesced in, the officer has the right of appeal to the Comptroller of the Treasury any time within one year from the date of the disallowance. If the Comptroller should sustain the auditor's disallowance, the amount in question must be at once deposited to the credit of the Treasurer of the United States or refunded in cash by money order or cash to the auditor.

#### CLOSING OF ACCOUNTS.

88. If a disbursing officer and agent desires to close his accounts with the Treasury, so much of the funds remaining to his credit as are not represented by outstanding checks must be deposited to the credit of the Treasurer of the United States to the officer's personal credit. Funds so deposited are covered back to the appropriation from which received.

89. When a disbursing officer and agent is relieved from duty as such he will certify outstanding debts, if any, to his successor, and transmit a list of the same to the Provost Marshal General.

90. Should a disbursing officer and agent die while serving as such, the Secretary of War will, upon request of the Governor of the State or Territory, addressed to the Provost Marshal General, recommend to the Secretary of the Treasury to cause so much of the money remaining to the disbursing officer's or agent's credit as is not represented by outstanding checks, to be deposited to the credit of the Treasurer of the United States to be covered into the appropriation from which received.

91. When an officer ceases to act as a disbursing officer and agent or for any reason closes his accounts, he will prepare a closing statement of his money accounts from date of last inspection to and including the date of the closing of his accounts, with a separate list of outstanding checks. He will forward the statement and lists of checks to the Provost Marshal General, Washington, D. C., for the usual action.

#### INSPECTION OF ACCOUNTS.

92. Inspection of accounts of disbursing officers and agents will be made at irregular intervals by officers designated for this purpose. The frequency of these inspections will be regulated by the Provost Marshal General.



93. Inspectors will inquire as to the necessity, economy, and propriety of all disbursements, their strict conformity to the law appropriating the money, and whether the disbursing officers and agents comply with the law in keeping their accounts and making their deposits. A statement of receipts and expenditures and of the distribution of funds, with lists of outstanding checks, on forms furnished by the Provost Marshal General, will be submitted by the disbursing officer and agent to the inspector, who should immediately transmit the lists of outstanding checks to the Treasury Department. Upon return from the Treasury Department balances will be verified and noted on the inspection report, which will then be forwarded to the Provost Marshal General, with a copy of each list of outstanding checks and the indorsements thereon. The original lists will be retained by the inspector to be used at the next inspection of the officer's accounts and then sent to the Provost Marshal General.

#### **PUBLIC MONEYS.**

94. The use of moneys for purposes other than those for which appropriated, or involving the Government in any contract for future payment of money in excess of appropriations, is prohibited.

95. Authorized transfers of funds to the credit of disbursing officers and agents of the United States will be made on the books of the War Department on authority of the Provost Marshal General.

96. The giving or taking of a receipt for public money in blank or in advance of actual payment, or the signing of a check for public money in blank, is prohibited.

97. Accounts of disbursing officers and agents must be kept separately under each bond. Should it become necessary to give a new bond, the disbursing officer and agent should close his account under his former bond, by depositing to his personal credit any unexpended balance remaining to his official credit, not represented by outstanding checks, to the credit of the Treasurer of the United States before a request for funds is made under the new bond, in order that the liability of the sureties on the respective bonds may be definitely fixed.

98. For the information of active designated depository banks and assistant treasurers, called upon to pay checks of disbursing officers and agents drawn on the Treasurer of the United States, each officer must furnish each active designated depository bank or assistant treasurer in his locality with his signature, verified in such a manner as the bank or assistant treasurer may desire.

99. Whenever any disbursing officer and agent makes a deposit to the credit of the Treasurer of the United States with the Treasurer, an assistant treasurer, or an active designated depository bank to the depositing officer's official or personal credit he must at once

notify the Provost Marshal General of the fact, stating the name of the depositary, the amount of the deposit, the appropriation and apportionment thereunder to which the money pertains, whether made to his personal or official credit, if a refundment of a disallowance, suspension, or an overpayment, the number and date of the certificate of deposit, and the date of the bond under which the transaction pertains.

100. Funds deposited to the officer's and agent's official credit are credited to his official account and are subject to his official check, whereas when deposited to his personal credit the funds are covered back into the appropriation from which originally received and are not subject to his check until again placed to his official credit on approved request from the Provost Marshal General. All deposits made to cover transactions under an officer's former bond should be made to his personal credit.

101. For each deposit made a certificate of deposit, in duplicate, will be issued by the Treasurer of the United States, Assistant Treasurer, or bank showing that the deposit is to be placed to the official or personal credit of the depositing officer or agent with the Treasurer of the United States, and what the deposit represents, the depositor giving the necessary information when making the deposit. The original of all certificates of deposit are required by law to be forwarded by the depositaries to the Treasurer of the United States, and the duplicate of the certificates will be delivered to the depositing officer and should be retained by him for his future protection.

102. Whoever, being a disbursing officer and agent of the United States, or a person acting as such, shall in any manner convert to his own use, or loan with or without interest, or deposit in any place or in any manner, except as authorized by law, any public money intrusted to him, or shall for any purpose not prescribed by law withdraw from the Treasurer of the United States, or transfer, or apply any portion of the public money intrusted to him shall be deemed guilty of embezzlement of the money so converted, loaned, deposited, withdrawn, transferred, or applied, and shall be fined not more than the amount embezzled or imprisoned not more than 10 years, or both. (Sec. 87 of Criminal Code, act of Mar. 4, 1909, Stats., 1088.)

103. If any disbursing officer and agent shall bet at cards or any game of hazard, the Provost Marshal General will suspend his functions, require him to deposit to the Treasurer of the United States all public funds to his credit, and will immediately report the case to the Secretary of War.

**SETTLEMENT WITH HEIRS, ETC.**

104. Disbursing officers and agents will not settle with heirs, executors, or administrators, except by authority of the Provost Marshal General and upon accounts that have been duly audited and certified by the proper accounting officers of the Treasury.

**UNPAID CLAIMS.**

105. Disbursing officers and agents should settle promptly all correct and just claims that are authorized by law which are outstanding and which are turned over by their predecessors, provided the vouchers for the services contain certificates that the services have been rendered as stated and are approved by the registrars or county officials.

**BLANK FORMS.**

106. Requisitions for blank forms required in connection with the registration and draft will be submitted to the Provost Marshal General, who will supply the necessary special forms and transmit requisitions for standard forms to the bureau of the War Department which regularly makes use of those forms, which bureau, upon receipt of such requisitions, will supply the forms direct to the official making requisition therefor.

107. The standard blank forms listed below are those that will ordinarily be required by disbursing officers in the transactions of the business of their office.

Form No.	Bureau.	Use.
34.....	Quartermaster Corps.....	Estimate of funds.
35.....	do.....	Letter of transmittal of funds for deposit.
51.....	do.....	Receipt for funds.
80b.....	do.....	Cash book, ordinary size.
150.....	do.....	Report of personal service.
160.....	do.....	Requisition for blank forms.
14.....	War Department.....	Report of open-market purchases.
320.....	do.....	Account current.
321.....	do.....	Abstract of funds received.
323.....	do.....	Abstract of funds received from sales.
324.....	do.....	Abstract of funds received from sources other than sales.
325.....	do.....	Account of sales of public property.
326.....	do.....	Invoice of funds transferred.
328.....	do.....	Abstract of transfer of funds.
329a.....	do.....	Abstract of disbursements.
330.....	do.....	Purchase and service other than personal.
332.....	do.....	Emergency service.
335.....	do.....	Personal service.
350a.....	do.....	Reimbursement of traveling expenses.
378.....	do.....	Examination of recruits.



**INSTRUCTIONS FOR PREPARING VOUCHER FOR PERSONAL SERVICE.**

108. War Department Form No. 335 is used for settling an account due by the United States for personal services rendered by a single individual. This form will be used by registrars and by individual members of registration, local, and district boards in cases where compensation is claimed. These vouchers will be executed in accordance with the following instructions:

After the words "The United States, To" should be entered the name and address of the person performing the personal service. When submitted by a registrar, the number or name of the precinct, and the name of the county and State where the service was performed will be entered in the blank space on the right of the printed heading "Object Symbol." If submitted by a member of a registration, local, or district board the designation of the board will be entered in that space. A description of the particular service performed should be entered in the blank spaces provided for that purpose. The authority quoted should be "The Act of Congress, dated May 18, 1917," and this should be followed by the date that the service was performed. The person performing the service should sign on the line following the certificate, "I certify that the above bill is correct, and that the payment therefor has not been received." Registrars should forward their vouchers to the registration board for certification by the chairman thereof on the blank line just above the word "(Title)" in small type. Vouchers executed by members of registration, local, and district boards for personal services, such as lump sum monthly compensation, should also be certified by the chairman of the board. After certification, vouchers should be forwarded to the disbursing officer of the State for payment.

The memorandum voucher attached to the original is filled out in exactly the same way, except that no signatures are placed on the memorandum copy. The use of a typewriter with carbon paper between the original and memorandum voucher is recommended, as this will insure the memorandum being an exact duplicate of the original. If typewriter is not used, the voucher, both original and memorandum, must be made out in ink.

**INSTRUCTIONS FOR PREPARING VOUCHER FOR SERVICES AND PURCHASES OTHER THAN PERSONAL.**

109. Form 330, War Department, is used for expenses incident to the registration other than personal service, such as rental of buildings, necessary drayage, etc. It must be filled out by the registrar of the precinct where the service was performed. The name and address of the individual, company, or corporation will be entered on the lines following the words "The United States,

To." In the column headed "Article or service" should be entered a statement of the work done as follows:

"For hauling (name articles) from ..... to .....  
(points between which hauling was done) for the job, \$....."

The cost being entered in the column headed "Amount." The date of the performance of the work should be entered in the column provided for that purpose. For the performance of other work, the wording is changed to suit the particular work done. The voucher is signed on the line following the certificate—

"I certify that the above account is correct, and that payment therefor has not been received."

This signature must be exactly the same name that appears at the head of the voucher. If the work was done by a company or corporation, the voucher must be signed with the company or corporation name, followed by the signature of an individual having authority to sign for said company or corporation, thus: "Riggs Transfer Co., per John Jones, member of firm (president, secretary, treasurer)," etc. The voucher is then certified by the registrar beneath the certificate which begins as follows:

"I certify that the above articles have been received by me in good condition," etc.

In the blank space "No. ....," in this certificate, fill in the figure "4." After the word "lettered" fill in the capital letter "C." The voucher is then certified by the registrar as above stated. On the back of this voucher, under that part called "Form of Agreement," the word "oral" should be written opposite "C" and over the words "(state character)." The voucher is now complete and will be forwarded to the disbursing officer of the State for payment.

The memorandum voucher is filled out in exactly the same manner as the original, except that it requires no signatures. The use of a typewriter with carbon paper between the original and memorandum voucher is recommended, as this will insure the memorandum being an exact duplicate of the original. If a typewriter is not used, the voucher, both original and memorandum, must be made out

#### MEMORANDUM RECEIPTS

110. Memorandum receipts will be furnished by the office of the Provost Marshal General for all articles furnished by the Federal Government or purchased from the Federal Government. Articles furnished or supplied are the property of the Federal Government and subject to disposition as directed by the office of the Provost Marshal General.







To." In the column headed "Article or service" should be entered a statement of the work done as follows:

"For hauling (name articles) from ..... to .....  
(points between which hauling was done) for the job, \$....."

The cost being entered in the column headed "Amount." The date of the performance of the work should be entered in the column provided for that purpose. For the performance of other work, the wording is changed to suit the particular work done. The voucher is signed on the line following the certificate—

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The memorandum voucher is filled out in exactly the same manner as the original, except that it requires no signatures. The use of a typewriter with carbon paper between the original and memorandum voucher is recommended, as this will insure the memorandum being an exact duplicate of the original. If a typewriter is not used, the voucher, both original and memorandum, must be made out in ink.

#### MEMORANDUM RECEIPTS.

110. Memorandum receipts will be furnished the office of the Provost Marshal General for all articles of property furnished by the Federal Government or purchased from Federal funds. Articles thus furnished or supplied are the property of the United States Government and subject to disposition as directed from the office of the Provost Marshal General.

## INDEX.

(References are to paragraphs.)

### Accounts:

- Closing, 88.
- Closing statement, 91.
- Inspection of, 92, 93.

### Account current:

- Blank forms, 76.
- Cash account, 72.
- Made in duplicate, 69.
- Papers accompanying, 69.
- To be rendered each month, 74.
- What it must show, 71.
- When submitted, 68.

### Appropriation:

- Appointment of disbursing officer and agent, by whom, 4.

### - Auditing and accounting, 87.

- Blank forms, 106-107.

### Blotter, 85.

### Cash book:

- Use of, 78-83.

### Cash collections, 84.

### Checks, official:

- By whom issued, 26.
- Care of, 28.
- Disposition of spoiled, 32.
- Disposition of unused, 27.
- Drawn in favor of himself, 36.
- Erasure or alteration, 31.
- Final disposition of paid checks, 37.
- How drawn, 35.
- Lost by payee, 38.
- Shall receipt for same, 27.
- Symbol number, 30.
- Transferring to successor, 27.
- Use of typewriter, 33.
- When disbursing officer ceases to act, 39.

### Clerical assistance:

- Disbursing officers, 12.
- District boards, 14.
- Local boards, 14.
- Registration, 13 (a).

### Compensation:

- Disbursing officers and agents, 11.
- District and local boards, 11.
- Clerical assistance, disbursing officers, 12.
- Clerical assistance, district boards, 13.





WAR DEPARTMENT  
Form No. 535,  
Approved by the Comptroller of the  
Treasury April 26, 1914

## WAR DEPARTMENT

Provost Marshall General  
(Dwight or Office)

## PAY VOUCHER

PERSONAL SERVICES

APPROPRIATION: Registration and Selection for Military  
APPROPRIATION: Service.

Voucher No. \_\_\_\_\_

General account \_\_\_\_\_

Detail account \_\_\_\_\_

Symbol \$ \_\_\_\_\_

Symbol \$ \_\_\_\_\_

THE UNITED STATES,

To John Doe.

DR.

ADDRESS: Blank St., Any City

Object Symbol	Place	Days Served	Rate per day	Amount	U. S. Notations
	Precinct 10, Cuyahoga Co., Ohio				
	For SERVICES rendered as Registrar under authority of Act of Congress dated May 18, 1917, from June 5, 1917, to June 5, 1917, inclusive, at \$4.00 per day for the service			4.00	
	Less deduction for				
	REMARKS:			4.00	

I CERTIFY that the above bill is correct, and that the payment therefor has not been received.

Signature of payee

DO NOT SIGN IN DUPLICATE.

Examined by

I CERTIFY that the foregoing account is correct; that it appears from the records of my office that the person named thereon was legally appointed or employed; that he has performed the service required by law and the regulations of the War Department during the period mentioned; that such service, except as otherwise indicated under "Remarks," has been performed under my supervision; that the person whose name appears in the foregoing voucher is not paid for any period of absence in excess of that allowed by law; that he is entitled to the amount of pay stated above, and that any detail is indicated under "Remarks."

Signature of Chairman of Board.

APPROVED FOR \$ \_\_\_\_\_

(Type)

Date \_\_\_\_\_, 191 \_\_\_\_\_

Paid by check No. 1000, dated June 11, 1917, of  
on Treasurer U.S. \_\_\_\_\_, in favor of payee named above, for \$ 4.00

OR

Received \_\_\_\_\_, 191 \_\_\_\_\_, of \_\_\_\_\_, IN CASE, the sum  
of \_\_\_\_\_ dollars and \_\_\_\_\_ cents, in full payment of the above account.

\$

6-20

# 28 INSTRUCTIONS TO DISBURSING OFFICERS AND AGENTS.

WAR DEPARTMENT  
Form No. 100  
Approved by the Comptroller of the Treasury April 26, 1916.

WAR DEPARTMENT  
Private Marshal General  
(Private or Officer)

Voucher No. \_\_\_\_\_  
General Account \_\_\_\_\_  
Detail Account \_\_\_\_\_

## PUBLIC VOUCHER REIMBURSEMENT OF TRAVELING EXPENSES

Appropriation "Registration and Selection for Military Service" Symbol \_\_\_\_\_ \$ \_\_\_\_\_  
Appropriation "Service" Symbol \_\_\_\_\_ \$ \_\_\_\_\_  
Appropriation \_\_\_\_\_ Symbol \_\_\_\_\_ \$ \_\_\_\_\_

THE UNITED STATES,

To John Doe, DR.

Address: 1400 Euclid Ave., Cleveland, Ohio

FOR REIMBURSEMENT OF TRAVELING EXPENSES incurred in the discharge of official duty from		U. S. NOTATIONS
Sept. 1, 1917, to	Sept. 6, 1917, under written authorization	
from the	Board dated August 31, 1917	
a copy of which is herewith, as per itemized schedule below		
Amount claimed, \$		27.50

DATE	1917	SCHEDULE OF EXPENDITURES	SUB-VOUCHER NO.	AMOUNT	U. S. NOTATIONS
Sept.	1	R.R. Fare, Cleveland, O. to Youngstown, O. Pullman chair car, Four and one half days per diem @ \$4.00		3.60 1.00 18.00	
Sept.	6	R.R. Fare, Youngstown, O. to Cleveland, O. Pullman chair car,  Left Cleveland 7:00 P.M. Sept. 1st Arrived Youngstown 9:00 P.M. Sept. 1st Left Youngstown 10:00 A.M. Sept. 6th Arrived Cleveland 12:00 noon Sept. 6th		3.60 1.00	

### MEMORANDUM OF TRAVEL PERFORMED UPON TRANSPORTATION REQUESTS

DATE OF TRAVEL	NO. OF TRANSPORTATION REQUEST	FROM	TO	VIA R. R.	AMOUNT	U. S. NOTATIONS
None						

I do solemnly swear that the above account and schedule are correct in all respects; that the distances as charged have been actually and accurately traveled by me on the dates therein specified; that the amounts as charged have been actually paid by me for traveling expenses; that no part of the account has been paid by the United States, but the full amount is due; that all expenditures included in said account other than my own personal traveling expenses were made under urgent and unforeseen public necessity; and that it was not, for the reasons stated herein, feasible to have such expenditures paid directly by a disbursing officer.

NOT REQUIRED TO BE SWORN TO.

Page: \_\_\_\_\_ (Do not sign in duplicate)

Subscribed and sworn to before me at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, A. D. 1917

\*Sworn or affirmed, (to be so or affirmed)

I certify that the above account is correct, that the travel was performed, and that it was necessary for the public service.

Signature of Payee \_\_\_\_\_

Approved for \$ \_\_\_\_\_

File: \_\_\_\_\_

Date: \_\_\_\_\_ Signature \_\_\_\_\_

Sub: Executive Officer of Board

Paid by check No. 480, dated Sept. 10, 1917, of \_\_\_\_\_  
on Treasurer U.S. \_\_\_\_\_, in favor of payee named above, for \$ 27.50

Received \_\_\_\_\_ of \_\_\_\_\_ in cash, the sum of \_\_\_\_\_ dollars and \_\_\_\_\_ cents in full payment of the above account.

3-100













*U.S. Primmage - national  
general bureau.*

# Rules and Regulations Prescribed by the President

FOR LOCAL AND DISTRICT BOARDS

UNDER THE AUTHORITY VESTED IN HIM  
BY THE TERMS OF THE ACT OF CONGRESS

TO AUTHORIZE THE PRESIDENT TO INCREASE  
TEMPORARILY THE MILITARY ESTABLISH-  
MENT OF THE UNITED STATES

APPROVED MAY 18, 1917

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THESE RULES AND REGULATIONS MAY BE  
MODIFIED AT ANY TIME BY THE PRESIDENT



FORM 13

WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917



## MEMORANDUM.

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There is here set out a general brief summary of the successive steps to be followed by local and district boards under the President's Regulations.

This summary is in general language and has no directive force whatsoever. It is not intended to alter or modify and shall not be understood or construed as in any sense or to any degree altering or modifying the provisions of the President's Regulations, which, being made by him pursuant to the provisions of statute, have the force and effect of law.

This summary is merely for the convenience of the members of the local and district boards with the thought that it may in some measure act as an aid in their study of the Regulations themselves.

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The following are steps in the execution of the Selective Service Law:

1. The registration.
2. The creation and organization of local and district boards to consider the various questions of exemption and discharge arising under the law and the Regulations, to continue with necessary registrations, and to execute the other provisions of the law until the men have been finally selected for service.
3. The determination of the order in which registered men shall be called up for examination and selected for military service.
4. The assignment of quotas and the allotment of credits to the several States, Territories, and the District of Columbia and the subdivisions thereof.
5. The examination, in the order determined, of a sufficient number of registered men in each subdivision to fill the quota to go to the colors, and cover the exemption, partial exemption, exclusion, or discharge of those who are not to be selected for military service.
6. The notification to those selected for military service of the date upon which they must report to be assembled and sent to mobilization camps and the assembling of men selected for the military service and their transportation to mobilization camps.

#### IV

The first step—registration—has been accomplished by what may be described as a system of supervised decentralization, and there has been created an administrative machine responding to the control of the President, through the Secretary of War and the office of the Provost Marshal General. The administrative areas have been the States, Territories, and the District of Columbia, and the execution of the law thus far in each area has been under the supervision of the governor, or the commissioners, through the office of the adjutant general. The working units in each States have been registration boards, normally one for each county and for approximately each 30,000 of the population of the cities of more than 30,000, in the latter case operating under the direction of the mayors. This machinery has demonstrated a splendid efficiency in the accomplishment, in a single day, of the registration of practically all males whose registration was required by statute.

Appreciative and keenly sensible of these services, the President is anxiously desirous to continue (so far as the positive provisions of law and the exigencies of the situation will permit) to avail himself, in the further execution of the law, of the services of those who have contributed so much to the success thus far attendant upon its administration, and he has, therefore, wherever it appeared feasible, appointed the registration personnel for the further work of the selective draft. In this connection he particularly wishes the governors and their respective adjutants general to continue generally to observe, as heretofore, all the operations incident to the enforcement of the law in their respective States and to report to the Provost Marshal General such matters as in their opinions should be brought to his attention in order that the law may be justly and efficiently enforced.

It is, moreover, expected that after the selection of men for service has been finally made under the act, State agencies will be further used, under the supervision of the governors and their adjutants general, in arranging for the mobilization of the men selected.

The registration regulations heretofore published have governed the first of the steps above outlined. The functions of registration which still remain to be accomplished are described in the President's regulations.

The remaining operations yet to be performed under the statute will be carried out under the regulations issued by the President pursuant to and in accordance with the power and authority given him by statute.

Speaking in summary of the present regulations—

They provide that the President shall create local and district boards to carry out the selective draft prescribed in the statute; that the local boards shall immediately upon their organization



take over from the registration boards or other proper person or persons all the registration cards and all copies thereof which such registration boards or other person or persons possess; that the registration boards shall thereupon cease to exist, and that the other person or persons above referred to shall have no further rights or duties with reference to registration—the duties of such boards, person, or persons being thereafter performed by the local boards; that each local board shall give to each and every original registration card coming into its possession a number known as a “serial number”—the cards being thus numbered consecutively from 1 upward without being arranged alphabetically and without regard to alphabetical order, the same “serial number” being placed upon the corresponding copy of each registration card; that a list of the persons registered shall be made (one copy of which shall be posted to public view) and such list shall show the “serial number” assigned to each person; that a determination shall be made of the order in which the persons registered shall be liable to be called for examination and as to whether they shall be exempted, discharged, or accepted in the service; that the local boards shall then pass upon the qualifications of each person coming before them in accordance with such call as to all matters of exemption, exclusion, or discharge provided for by the statute, except those matters having to do with industrial and agricultural exemptions, which are passed upon by the district board only; that either the person examined or the Government may take an appeal from the decision of the local board or of the district board; that the President under the rules and regulations to be prescribed by him may affirm, modify, or reverse the decisions of the district board; and that if a person is held for service after such examination, he shall be given notice of the time when the military status attaches, at which time the person passes into the jurisdiction of the military authorities.

The plan to be followed in carrying out these operations is as follows:

1. The registration being completed and the registration cards being ready for use in further proceedings, the President will appoint with the power of removal (see Regulations, sec. 5) the members of the local and district boards.

2. One local board consisting of three or more members (see Regulations, sec. 4) will be appointed by the President for each county having less than 45,000 population (one local board being, when desirable, added for each additional 30,000 population) and one local board for each city of 30,000 population or over (one local board being added when desirable for approximately each additional 30,000 population). In certain States the States will be split up into

divisions with a local board for each division. (See Regulations, sec. 2, (a) and (b).)

3. One or more district boards consisting of as many members as may be desired shall be appointed by the President in each Federal judicial district of the United States, one in each Territory, and one in the District of Columbia.

4. The duties and functions of the local boards are prescribed by statute (see Regulations, sec. 1) and are briefly (a) taking the necessary steps for determining the order of liability for service of those registered, and (b) examining those called for service to determine whether they shall be exempted, discharged, or accepted for service.

5. The duties and functions of the district boards are also prescribed by statute (see Regulations, sec. 1) and are briefly (a) deciding appeals (which may be taken either by or in respect of the person being examined or by the Government) from the decisions of the local boards on matters falling under the jurisdiction of such boards, and (b) passing upon claims for discharge because of the relationship of the one making the claim to "industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency."

6. Wherever practicable the registration board will be reconstituted the local board.

7. As soon as practicable after a day to be named by the Provost Marshal General the members of the local boards must assemble and organize. (See Regulations, sec. 7.)

8. The boards shall organize by having the sheriff of the county as executive officer of the board. If the sheriff is not a member, the board elects its own executive officer. Another member shall be made the clerk of the board. The third member may be a physician. (See Regulations, sec. 7.)

9. Any member of the board may be removed by the President.

10. Immediately upon organizing, the local board shall demand, and the board of registration or other person or persons having any of the cards in possession shall deliver to the local board, each and every registration card which is in the possession of either or any of them. The registration officers will deliver at the same time one copy of each and every such registration card. (See Regulations, sec. 8.)

11. The functions of each board of registration and of all other persons acting in like capacity shall cease and determine upon the delivery of the registration cards to the local boards, which boards shall thereafter themselves perform all such functions. (See Regulations, sec 8.)



12. Upon receiving the registration cards each local board shall immediately take the following proceedings in connection therewith:

(a) Forward to the proper board any registration card which was not filed within the area of the board finding itself in possession of the card. (See Regulations, sec. 8.)

(b) Within three days, if practicable, from the date of its organization each local board shall give to each and every registration card in its possession a separate "serial number," beginning with 1 and running on up. For this purpose the cards should not be arranged or regarded alphabetically. The same "serial number" must be given to the copy of the card that was given to the original. (See Regulations, sec. 9.)

(c) If the board has any original cards of which it has no copies, it must, within the time above specified, copy each of said cards and place thereon the "serial number" which appears upon the original card of which it is a copy. (See Regulations, sec. 9.)

(d) So soon as the local board has completed the numbering of the cards and of the copies thereof, it will immediately forward the copies to the adjutant general of the State, if the local board is a county board, or to the mayor of the city, if the local board is a city board. In the latter case the mayor of the city will in turn immediately forward the copies to the adjutant general of the State. (See Regulations, sec. 9.)

(e) The local boards shall number and copy all other registration cards which come into their possession, whether they have made out such cards themselves for additional registrations or have received them from other boards, and shall from time to time as prescribed in the Regulations send forward copies of such cards to the adjutant general of the State, either directly or through the mayor, as the case may be.

13. The local boards shall prepare concurrently with their giving to the several registration cards their respective "serial numbers" a list of all persons whose registration cards are in their possession. This list shall be arranged in the order of the "serial numbers" beginning with number 1, each name on the list having opposite it the "serial number" belonging thereto.

The list shall be made in quadruplicate, one copy is kept by the local board, one copy is posted by the local board in a conspicuous place accessible to public view, one copy is made available by the local board for the use of the public press, which is requested to publish it, and one copy is sent by the local board to the Provost Marshal General in Washington.

Each day after the preparation of this list, each local board will prepare and post an additional list of the names found on any regis-

## VIII

tration card which has that day come into its possession or which it has itself made out. The "serial number" which has been given to each person shall appear opposite his name on the list.

Other copies of each of these additional lists must be disposed of as were the copies of the first list. (See Regulations, sec. 10.)

14. Everything is now ready for the determination of the order in which the persons on this list are liable for military service. The method, manner, time or times, and place or places of such determination, will be prescribed by the President in regulations to be issued hereafter. (See Regulations, sec. 12.)

15. After such determinations have been made the President will apportion to the several States, Territories, and the District of Columbia the quotas to be furnished by each State, Territory, and the District of Columbia and will so notify the governor of each State and Territory and the Commissioners of the District of Columbia.

Quotas will be apportioned to the several States, Territories, and the District of Columbia in proportion to the population thereof.

The President will authorize the governor of each State and Territory and the Commissioners of the District of Columbia to apportion for him the quotas to be drawn and furnished by the several local boards within each such State, Territory, or the District of Columbia. (See Regulations, sec. 13.)

16. The President will also authorize the governor of each State and Territory and the Commissioners of the District of Columbia to allot to counties and to cities of 30,000 population and over the credits to which such counties and cities are entitled for enlistments in the National Guard and in the Regular Army as provided by statute.

17. A list of such persons so designated shall be made by each board, showing their names and residences, the order of their liability for service, and their respective "serial numbers." This list shall be posted in the offices of the respective boards, in a place accessible to public view. Within three days after the posting of said list, one copy thereof shall be sent to the Provost Marshal General, and one copy shall be given to the press with a request for the widest publicity. (See Regulations, sec. 14.)

18. Within the same time, three days, if practicable, the local board shall send by mail to each person so designated notice of such fact. (See Regulations, sec. 15.)

19. The local boards will first make the physical examination of all persons so designated in accordance with the provisions of the regulations and of special regulations which will be issued in due course. (See Regulations, sec. 16.) Local boards will bear in mind that all persons accepted by them will be reexamined for physical



disability by the Army surgeons, when such persons arrive at the rendezvous camps.

20. The physical examination having been completed, the board will next consider the matter of exemptions from service as set out in the Regulations, section 18.

The local board will issue certificates of exemption to all those whom it exempts under these regulations. (See Regulations, sec. 19.)

21. Having determined those who should be exempt under the regulations, the local boards will next consider who should be discharged in accordance with the provisions of section 20 of the Regulations.

The local board will issue a certificate of discharge to each person whom it discharges under these regulations. (See Regulations, sec. 23.)

22. These certificates of exemption and of discharge will be on forms provided by the Provost Marshal General, and shall be absolute, conditional, or temporary as the case may require. (See Regulations, sec. 22.)

Details concerning the subsequent taking up or modification of such certificates by the local boards and the obligations of the holders thereof with reference thereto will be found in the President's Regulations. (See Regulations, sec. 23.)

23. The local boards will certify to the respective district boards having jurisdiction as a list, made on a prescribed form, the names and detailed addresses of all persons drawn by such local boards who have not been exempted or discharged and a like list of all persons drawn by such local boards who have been exempted or discharged. (See Regulations, sec. 24.)

24. The local boards shall also file with the district board each claim for exemption or discharge, together with all affidavits and papers filed in connection with such claims for exemption or discharge, including the records of the physical examinations, and also a copy of each certificate of exemption or discharge issued by the board. (See Regulations, sec. 24.)

25. Each board shall keep its papers and documents in a file system that will provide for the separate filing of the papers and records of each individual in order to facilitate the orderly and prompt transmission of such records and papers to the district boards. (See Regulations, sec. 24.)

26. Within two days after certifying any such list as above described to the district board, the local board shall post a copy of such list in its office in a place accessible to the public view. It shall give another copy to the press with a request for publication.

The local board shall also, within the time specified above (within two days), send by mail to each person who has been certified to the

district board having jurisdiction as called for service and not exempted or discharged, a notice advising him of this fact. (See Regulations, sec. 25.)

27. Appeals may be taken from the final decisions of the local boards to the district boards, either by the person who has been called or by the person who filed the claim for exemption or discharge in respect of such person or by the Government. (See Regulations, secs. 26 and 27.)

#### DISTRICT BOARDS.

28. The members of the district boards are notified by the United States marshal of the respective judicial districts to assemble at the time and place designated by such marshal, and no organization of a board shall be made until at least a majority of the members appointed are present, ready and willing to serve and have taken an oath prescribed. (See Regulations, sec. 37.)

29. The board may act through a majority of a quorum. (See Regulations, sec. 37.)

30. At the first meeting of a board, of which a record shall be kept on a form provided by the Provost Marshal General, one member of the board shall be chosen to act as chairman and one to act as secretary. (See Regulations, sec. 37.)

31. Immediately upon the perfecting of the organization of the board, the secretary of the board shall notify the Provost Marshal General by telegraph of such fact. (See Regulations, sec. 37.)

32. The President may remove members of the boards and may fill vacancies. (See Regulations, sec 35.)

33. The district board may act through committees. (See Regulations, sec. 37.)

34. The business of the district board will, as stated above (par. 5), be, first, to hear appeals, under conditions specified, from the final decisions of the local boards, and, second, to exercise original jurisdiction in the matter of claims made for discharge by persons engaged in certain industries, including agriculture. (See Regulations, secs. 38 and 39.)

35. Immediately after organization the district boards shall secure from the adjutant general of the State, Territory, or District the copies of the registration cards filed with that officer by the local boards within the area over which the district board has jurisdiction, and the adjutant general must furnish such copies, as also all additional copies which he may from time to time receive. (See Regulations, sec. 40.)

36. After the closing of proofs in any particular case of appeal from the local board the district board shall decide the case, and shall notify the person of the decision. If the decision is against

## XI

the person in whose behalf it is made, such person stands as called for military service. (See Regulations, sec. 41.)

If the decision of the board is that the person should be discharged, it shall issue to the person a certificate to that effect. The Regulations prescribe the procedure to be followed by the district board to keep itself advised as to the holders of these certificates, and for the modification or withdrawal thereof. (See Regulations, sec. 42.) When the appeal is made by the Provost Marshal General, the district board notifies the proper local board of its decision, and the local board then proceeds as if it had itself made such decision. (See Regulations, sec. 43.)

37. Local boards give the same force and effect to all certificates issued by the district boards that they give to certificates issued by themselves. (See Regulations, sec. 42.)

38. The district board itself issues all certificates of discharge in all cases where it has original jurisdiction. And provision is made for its keeping advised regarding the whereabouts, etc., of the holder of such a certificate and for the withdrawal or modification thereof. (See Regulations, sec. 45.)

39. The President is authorized to affirm, modify, or reverse any decision of a district board. Regulations governing this action will be issued by him hereafter. (See Regulations, sec. 47.)

40. Each district board shall certify, on a form prepared by the Provost Marshal General for that purpose, to the adjutant general of the State, Territory, or District of Columbia, as the case may be, the serial numbers, names, and detailed addresses of all persons called by local boards within the jurisdiction of such district board who have not been exempted or discharged. Upon receipt of such certification the adjutant general shall by mail notify each man whose name has been so certified that he has been selected for military service and shall order him to report in person at a specified time and place, to be fixed pursuant to advices from The Adjutant General of the Army, for military service. From the time so specified each man so notified shall be in the military service of the United States.

41. Detailed regulations governing the last step of the execution of the law—the assembling of selected persons and the posting of them to the colors—will be prescribed hereafter.

ENOCH H. CROWDER,  
*Provost Marshal General.*





WAR DEPARTMENT,  
*Washington, 30th day of June, 1917.*

Under authority vested in him by the act of May 18, 1917, the PRESIDENT OF THE UNITED STATES prescribes the following Rules and Regulations and directs that they be published for the government of all concerned, and that they be strictly observed.

NEWTON D. BAKER,  
*Secretary of War.*

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## **TABLE OF CONTENTS.**

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### **PART A.**

#### **LOCAL BOARDS.**

- Section 1.** Provisions of the act of Congress authorizing the President to create and establish local and district boards.
- Sec. 2.** Local boards:
- (a) In counties.
  - (b) In States having no county administrative organizations and in Territories.
  - (c) In cities of 30,000 population or over.
- Sec. 3.** Designations of local boards.
- Sec. 4.** The qualifications for members of local boards.
- Sec. 5.** Power to fill vacancies in any local board.
- Sec. 6.** Duty of members to notify Provost Marshal General and governor, or in cities of 30,000 population or over the mayor, of refusal to act or resignation.
- Sec. 7.** Organization of local boards.
- Sec. 8.** Local boards to take possession of registration cards.
- Sec. 9.** Duty of local boards to number registration cards.
- Sec. 10.** Local board to make lists of persons whose registration cards are in its possession.
- Sec. 11.** Provisions of said act of Congress authorizing the President to draft certain military forces and to make regulations therefor.
- Sec. 12.** Method and manner of making draft to be prescribed by later regulations.
- Sec. 13.** Determination of quotas to be called and furnished.
- Sec. 14.** List of names of persons in the order of their liability for military service to be posted and mailed by local boards.
- Sec. 15.** Persons to be called in their order and notice of call to be given.
- Sec. 16.** Physical examination of persons called.
- Sec. 17.** Provisions of the act of Congress prescribing powers of local boards to hear and determine certain questions of exemption and discharge.
- Sec. 18.** Persons or classes of persons to be exempted by a local board.
- (a) Officers of the United States and of the several States, Territories, and the District of Columbia.
  - (b) Ministers of religion.
  - (c) Students of divinity.
  - (d) Persons in the military or naval service of the United States.
  - (e) Subjects of Germany residing in the United States.
  - (f) All other resident aliens who have not taken out their first papers.
- Sec. 19.** Local boards to issue certificates of exemption.

**Sec. 20. Persons or classes of persons to be discharged by a local board.**

- (a) County and municipal officers.
- (b) Customhouse clerks.
- (c) Persons employed by the United States in the transmission of the mails.
- (d) Artificers and workmen employed in the armories, arsenals, and navy yards of the United States.
- (e) Persons employed in the service of the United States designated by the President to be exempted.
- (f) Pilots.
- (g) Mariners actually employed in the sea service of any citizen or merchant within the United States.
- (h) Those in a status with respect to persons dependent upon them for support which renders their exclusion or discharge desirable.
  - (1) Any married man whose wife or child is dependent upon his labor for support.
  - (2) Any son of a widow dependent upon his labor for support.
  - (3) Son of aged or infirm parent or parents dependent upon his labor for support.
  - (4) Father of a motherless child or children under 16 years of age dependent upon his labor for support.
  - (5) Brother of a child or children under 16 years of age, who has (have) neither father nor mother, and is (are) dependent upon his labor for support.
- (i) Any person who is found by such local board to be a member of any well-recognized religious sect or organization organized and existing May 18, 1917, and whose then existing creed or principles forbid its members to participate in war in any form, and whose religious convictions are against war or participation therein in accordance with the creed or principles of said religious organizations.

**Sec. 21. Those found to be morally deficient.**

**Sec. 22. Local boards to decide claims of exemption or discharge within three days after filing of affidavits.**

**Sec. 23. Local boards to issue certificates of discharge.**

**Sec. 24. Local boards to certify to the district boards having jurisdiction names of persons called and not-exempted or discharged and names of persons called who have been exempted or discharged.**

**Sec. 25. List to be posted and notices to be mailed.**

**Sec. 26. Appeals from local boards to district boards.**

**Sec. 27. Government appeals.**

**Sec. 28. Local boards may in certain cases extend the time to file claims and affidavits.**

**Sec. 29. Local boards may order the physical examination of any person called and the hearing on a claim for exemption or discharge transferred to another local board.**

**Sec. 30. Local boards may cancel one registration in case a person is registered in two jurisdictions.**



## PART B.

## DISTRICT BOARDS.

- Sec. 31. Provisions of the act authorizing the President to create and establish district boards.
- Sec. 32. Creation and establishment of district boards.
- Sec. 33. Designation of district boards.
- Sec. 34. The qualifications for members of district boards.
- Sec. 35. Power to fill vacancies in any district board.
- Sec. 36. Duty of any person appointed a member of a district board to notify the President of his refusal to act or of his resignation.
- Sec. 37. Organization of district boards.
- Sec. 38. Jurisdiction of district boards in cases of appeal from local boards.
- Sec. 39. Jurisdiction of district boards in cases where the district board has original jurisdiction.
- Sec. 40. Procedure of district boards.
- Sec. 41. Procedure of district boards in cases of appeal from a local board by the person called or by some other person in respect of such person.
- Sec. 42. District boards to issue certificates of exemption or discharge.
- Sec. 43. Procedure of district boards in cases appealed from a local board to a district board by the Provost Marshal General.
- Sec. 44. Procedure of district boards in cases where a district board has exclusive original jurisdiction under the terms of said act of Congress.
- Sec. 45. District boards to issue certificates of discharge in cases where it has original jurisdiction.
- Sec. 46. Provisions of the act authorizing the President to affirm, modify, or reverse any decision of a district board.
- Sec. 47. Appeals from a final decision of a district board in cases in which a district board has exclusive original jurisdiction.
- Sec. 48. District boards to certify to the adjutant general of the State, Territory, or District of Columbia the names of persons called and not exempted or discharged.
- Sec. 49. Members of local boards and district boards disqualified to act on certain claims.
- Sec. 50. District boards may in certain cases extend time to file claims and affidavits.
- Sec. 51. Effect of any act to be done falling on Sunday or on a holiday.
- Sec. 52. Requirements in respect to signing and giving notices, certificates, or other papers by local and district boards.



**RULES AND REGULATIONS PRESCRIBED BY THE PRESIDENT  
UNDER THE AUTHORITY VESTED IN HIM BY THE TERMS OF  
THE ACT OF CONGRESS TO AUTHORIZE THE PRESIDENT TO IN-  
CREASE TEMPORARILY THE MILITARY ESTABLISHMENT OF  
THE UNITED STATES, APPROVED MAY 18, 1917. THESE RULES  
AND REGULATIONS MAY BE MODIFIED AT ANY TIME BY THE  
PRESIDENT.**

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**PART A.**

**LOCAL BOARDS.**

**SECTION 1. *Provisions of the Act of Congress authorizing the Presi-  
dent to create and establish local and district boards.***

**SEC. 4. \* \* \*** The President is hereby authorized, in his discretion, to create and establish throughout the several States and subdivisions thereof and in the Territories and the District of Columbia local boards, and where, in his discretion, practicable and desirable, there shall be created and established one such local board in each county or similar subdivision in each State, and one for approximately each thirty thousand of population in each city of thirty thousand population or over, according to the last census taken or estimates furnished by the Bureau of Census of the Department of Commerce. Such boards shall be appointed by the President, and shall consist of three or more members, none of whom shall be connected with the Military Establishment, to be chosen from among the local authorities of such subdivisions or from other citizens residing in the subdivision or area in which the respective boards will have jurisdiction under the rules and regulations prescribed by the President. Such boards shall have power within their respective jurisdictions to hear and determine, subject to review as hereinafter provided, all questions of exemption under this act, and all questions of or claims for including or discharging individuals or classes of individuals from the selective draft, which shall be made under rules and regulations prescribed by the President, except any and every question or claim for including or excluding or discharging persons or classes of persons from the selective draft under the provisions of this act authorizing the President to exclude or discharge from the selective draft "Persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency."

The President is hereby authorized to establish additional boards, one in each Federal judicial district of the United States, consisting of such number of citizens, not connected with the Military Establishment, as the President may determine, who shall be appointed by the President. The President is hereby authorized, in his discretion, to establish more than one such board in any Federal judicial district of the United States, or to establish one such board

having jurisdiction of an area extending into more than one Federal judicial district.

Such district boards shall review on appeal and affirm, modify, or reverse any decision of any local board having jurisdiction in the area in which any such district board has jurisdiction under the rules and regulations prescribed by the President. Such district boards shall have exclusive original jurisdiction within their respective areas to hear and determine all questions or claims for including or excluding or discharging persons or classes of persons from the selective draft, under the provisions of this act, not included within the original jurisdiction of such local boards.

The decisions of such district boards shall be final except that, in accordance with such rules and regulations as the President may prescribe, he may affirm, modify or reverse any such decision.

Any vacancy in any such local board or district board shall be filled by the President, and any member of any such local board or district board may be removed and another appointed in his place by the President, whenever he considers that the interest of the Nation demands it.

The President shall make rules and regulations governing the organization and procedure of such local boards and district boards, and providing for and governing appeals from such local boards to such district boards, and reviews of the decisions of any local board by the district board having jurisdiction, and determining and prescribing the several areas in which the respective local boards and district boards shall have jurisdiction, and all other rules and regulations necessary to carry out the terms and provisions of this section, and shall provide for the issuance of certificates of exemption, or partial or limited exemptions, and for a system to exclude and discharge individuals from selective draft.

SEC. 2. LOCAL BOARDS—(a) *In counties*.—There shall be and hereby is created and established, as authorized by the terms of said act of Congress, a local board in each county (in each parish of the State of Louisiana) of the several States of the United States, except as otherwise provided by these rules and regulations.

Each local board shall have exclusive original jurisdiction in its respective county in respect of all persons who registered with a registrar or board of registration therein, or registered thereafter with the local board therein as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of such local board, when the order in which such person is liable to be called for military service is determined by such local board.

Each local board shall have exclusive original jurisdiction in its respective area, in respect of all such persons, of all questions to be heard and determined therein by a local board, under the terms of said act of Congress and the rules and regulations prescribed by the President.

Each local board shall have exclusive authority to do and perform, in respect of such persons, all other acts authorized by said act of Congress or by the rules and regulations prescribed by the President to be done or performed by a local board within such area.



In any county of any State, having over 45,000 population, exclusive of the population of the cities therein of 30,000 population or over, there may be created and established, whenever in the discretion of the President it is deemed desirable, more than one local board.

In the event that more than one local board is so established in any such county, each local board therein shall have, possess, and exercise like jurisdiction, duties, powers, and authority within the respective areas designated for each of said local boards in respect of all persons who registered with a registrar or board of registration therein, or registered thereafter with the local board therein as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of the respective local boards when the order in which such person is liable to be called for military service is determined by such local board, as in the case of one local board in a county.

In the event that more than one local board is created and established within such a county, each local board shall take, as near as practicable, into its possession, as hereinafter provided, the registration cards of all persons who registered within the areas designated for the respective local boards in such county.

In case, however, exact distribution of the registration cards is not so made, the local board exercising jurisdiction in any part of such a county upon receiving, as hereinafter provided by these regulations, and having in its possession, when the order in which such person is liable to be called for military service is determined by such local board, the registration card of any person registered in any part of such county shall have, possess, and exercise like jurisdiction, duties, powers, and authority, in respect of any such person, as in the case of a person who registered in the area in which such local board has jurisdiction.

Counties that have no administrative organizations and which for the purposes of registration under the terms of the said act of Congress were placed by the rules and regulations prescribed by the President governing registration, within the jurisdiction of the respective counties to which each of such counties pertains for judicial purposes under State law shall be held to be, for all purposes of these rules and regulations, within the jurisdiction of such counties to which they respectively pertain for judicial purposes.

The independent cities of Virginia, having less than 30,000 population, shall, for all the purposes of these rules and regulations be held to be within the respective counties in which the respective independent cities are designated to be when Local Boards are appointed by the President in such counties.

(b) *In States having no county administrative organizations and in Territories.*—In the following States, viz, Massachusetts, Connecticut, and Rhode Island, in which it is not deemed practicable and desirable to create and establish a local board in each county, and in the several Territories, there shall be and hereby is created and established, as authorized by the terms of said act of Congress, a local board, in divisions, of each of the above-enumerated States and of each of the several Territories, containing approximately (exclusive of cities of 30,000 population or over) a population of 30,000 each.

The divisions of such States and Territories will be hereafter designated, and when designated the local board in each such division shall have exclusive original jurisdiction in respect of all persons who registered with a registrar or board of registration therein, or registered thereafter with the local board therein as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of the respective local boards when the order in which such person is liable to be called for military service is determined by such local boards.

Each such local board shall have exclusive original jurisdiction in its respective area, in respect of all such persons, of all questions to be heard and determined by a local board therein, under the terms of said act of Congress and the rules and regulations prescribed by the President.

Each such local board shall have exclusive authority to do and perform, in respect of such persons, all other acts therein authorized by said act of Congress or by the rules and regulations prescribed by the President to be done or performed by a local board therein as in the case of a local board in a county.

A local board in a county or in such a division of any State or Territory containing any city having 30,000 population or over shall not have or exercise any jurisdiction, power, or authority in the area in any such city.

(c) *In cities of 30,000 population or over.*—There shall be and hereby is created and established, as authorized by the terms of said act of Congress, a local board for approximately each 30,000 of population in each city of 30,000 population or over, designated by the President, in the several States and in the Territories. The District of Columbia shall be regarded and considered as one city.

Each local board in such cities, shall have like jurisdiction, duties, powers, and authority as in the case of a local board in a county, within the area to be designated for the respective local boards therein, in respect of all persons who registered with a registrar or board of registration therein, or registered thereafter with the local



board as hereinafter provided; and in respect of any person whose registration card, in accordance with the regulations hereinafter prescribed, is delivered to and remains in the possession of the respective local boards when the order in which such person is liable to be called for military service is determined by such local board.

In dividing any such city into areas, each containing approximately 30,000 population, the divisions shall, so far as practicable, correspond with the divisions, if heretofore made, for the purpose of the registration under the terms of said act of Congress and the rules and regulations prescribed by the President. Thereupon each local board shall take, as near as practicable, into its possession, as hereinafter provided, the registration cards of all persons who registered within the areas designated for the respective local boards in any such city.

In case, however, such divisions in any such city do not correspond with the divisions previously made for the purpose of registration and exact distribution of the registration cards is not so made, the local board exercising jurisdiction in any division of such a city, upon receiving, as hereinafter provided by these regulations, and having in its possession, when the order in which such person is liable to be called for military service is determined by such local board, the registration card of any person registered in any part of such a city, shall have, possess, and exercise like jurisdiction, duties, powers, and authority in respect of any such person, as in the case of a person who registered in the division of such a city in which such local board has jurisdiction.

**SEC. 3. Designations of local boards.**—Local boards having jurisdiction in a county shall be designated and known as the **Local Board** for the County of ———, State of ———.

Should there be more than one local board established in any county, the respective divisions shall be designated and known as Division No. 1, Division No. 2, and so on, and the several local boards therein shall be designated and known as Local Board for Division No. 1 or No. 2, and so on, for the County of ———, State of ———.

In the case of a State, such as Massachusetts, which is divided into divisions, such divisions shall be designated and known as Division No. 1, Division No. 2, and so on, and the local board in each of such divisions shall be designated and known as the Local Board for Division No. 1 or No. 2, and so on, State of ———.

In the case of any city of 30,000 population or over, in which there is but one local board, such local board shall be designated and known as the Local Board for the City of ———, State of ———.

In the case of any such city which is divided into more than one division, the respective divisions thereof shall be designated and known as Division No. 1, No. 2, and so on, and the several local boards

in such divisions shall be designated and known as the Local Board for Division No. 1 or No. 2, and so on, City of ———, State of ———.

All certificates, reports, and records of such local boards shall bear upon their face the proper designation as above prescribed.

**SEC. 4. *The qualifications for members of local boards.***—Each local board shall consist of three members, appointed by the President, one of whom, where practicable or desirable in the discretion of the President, shall be a licensed physician; provided, however, in his discretion, where advisable, the President may increase the membership of any local board.

The members of local boards must be citizens of the United States and must reside in the subdivision or area in which the local board, of which any person is appointed a member, has jurisdiction; and no person shall be appointed or act as a member of a local board who is connected with the Military Establishment of the United States.

**SEC. 5. *Power to fill vacancies in any local board.***—Section 4 of said act of Congress provides that “any vacancy in any such local board or district board shall be filled by the President and any member of any such local board or district board may be removed and another appointed in his place by the President whenever he considers that the interest of the Nation demands it.”

**SEC. 6. *Duty of members to notify Provost Marshal General and governor, or in cities of 30,000 population or over the mayor, of refusal to act or resignation.***—Any person appointed a member of a local board who refuses to accept such appointment, or any member of a local board who resigns as a member thereof, shall promptly notify by telegraph the governor of his State, Territory, or the Commissioners of the District of Columbia as the case may be (except in case such a person is appointed a member, or is a member, of a local board in a city of 30,000 population or over, when he shall promptly notify the mayor of his city instead of the governor of his State), of his refusal to accept the appointment or of his resignation. It shall be the duty of the other members of such a local board likewise to notify the governor or commissioners or mayor, as the case may be, of such refusal of a person to accept the appointment, or of such resignation, or of any vacancy.

Upon receiving notice of any such refusal, resignation, or vacancy, it shall become the duty of the mayor to notify the governor thereof. The governor or commissioners, as the case may be, shall report by telegraph any such refusal, resignation, or vacancy brought to his knowledge to the Provost Marshal General in Washington, together with the name or names of a person or persons recommended to be appointed by the President to fill any such vacancy or vacancies.

In the case of cities of 30,000 population or over the governor may, in his discretion, consult the mayors of such cities and obtain from



them the names of nominees for appointment to fill vacancies in the membership of the local boards in their respective cities.

**SEC. 7. Organization of local boards.**—As soon as practicable after a day to be hereafter fixed by the Provost Marshal General and communicated to the respective local boards by the Provost Marshal General or by the governors or commissioners, as the case may be, the persons who have been appointed members of a local board shall convene in their respective jurisdictions in the place formerly occupied by the registration board in that jurisdiction, or in such other place within the jurisdiction of such local board as the majority thereof may designate.

No organization of a local board shall be made until at least a majority of the members have been appointed and are ready and willing to serve, and shall have taken the prescribed oath.

The members of each local board shall take the following oath:

I, \_\_\_\_\_, having been appointed a member of the local board for \_\_\_\_\_ (county, division, or city, giving exact official designation of local board), State of \_\_\_\_\_, under the terms of the act of Congress approved May 18, 1917, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office upon which I am about to enter; so help me God.

Sworn to and subscribed before me, at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 191—.

A majority of each local board shall constitute a quorum for the transaction of business, and a majority of those present at any meeting may decide any question before such board for decision. If, in the case of a board consisting of three members, any two members are unable to agree, the matter upon which they disagree shall be submitted to the board when all three members are present, in which case the vote of any two shall decide.

If the sheriff of a county is a member of the local board therein, he shall act as chairman and executive officer of such local board. If the sheriff is not a member, the board shall choose one of its members to be the chairman and executive officer. If one member of the board is a licensed physician, he shall act as examining physician of the local board, and a member shall be chosen by the board to act as clerk of such board. In the case of a local board having no licensed physician as one of its members, such board shall appoint a licensed physician, designated by the governor of the State or Territory or by the Commissioners of the District of Columbia,

as the case may be, to act as the examining physician of such local board.

In case the governor of any State or Territory or the Commissioners of the District of Columbia so desire, a licensed physician may be designated to act as examining physician of a local board of which a licensed physician is a member, and such examining physician so designated shall be appointed by such local board to act as the examining physician of such local board.

A record of the meeting at which each local board is organized shall be made on a form prepared by the Provost Marshal General and furnished the local boards for that purpose. The record of such meeting as entered on such form<sup>1</sup> must state the time and place of such meeting, the names of at least a majority of such local board and recite that they were personally present at such meeting, and recite the election of a chairman and executive officer and clerk. The record of such meeting must be signed by the chairman and clerk, respectively, of such local board. One copy of such record shall be retained by the local board and one copy thereof mailed to the governor of the State, Territory, or the Commissioners of the District of Columbia as the case may be.

The clerk of each local board shall, immediately after such organization, report by telegraph to the governor of his State or Territory that the organization of the board has been completed. The governor of each State or Territory shall report to the Provost Marshal General in Washington by telegraph the progress of the organization of local boards in his State or Territory.

The meetings of a local board, except adjourned meetings, shall be held after one day's notice posted in the office of said local board and mailed to the other members of the board at their places of residence by the clerk or by the chairman in the absence or refusal of the clerk to act. The meetings of a local board may be adjourned from time to time, and in such cases meetings may be held without notice to the members thereof other than the notice at the time of adjournment to those present: *Provided, however,* That any meeting held without notice at which all members of the local board are present shall be a legal meeting of such local board.

Local boards may make rules of procedure not inconsistent with said act of Congress or with these rules and regulations.

**SEC. 8. Local boards to take possession of registration cards.**— Upon the completion of the organization of a local board the chairman and clerk thereof shall at once demand and take into their possession all the registration cards and all copies thereof and records in connection therewith in the possession of any board of registration, or of any other person or persons having possession of regis-

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<sup>1</sup> Use Form 205 or 205(a).



tration cards filed within the area in which the respective local boards have jurisdiction.

Upon demand being made by the chairman and clerk of a local board for such registration cards, copies and records in the possession of any board of registration, or of any other person or persons, it shall become and be the duty of the members of such board of registration, or of any other person or persons having possession thereof, to deliver immediately or cause to be delivered to such local board all such registration cards, copies, and records. Failure so to do will incur the penalty in such case made and provided by the laws of the United States.

The functions of each board of registration, after delivering all the registration cards, copies, and records in its possession to the local board having jurisdiction, shall thereupon cease and terminate, and thereafter the local boards shall within their respective jurisdictions perform all the duties and acts remaining to be performed by a board of registration within its jurisdiction under the terms and provisions of said act of Congress and under the rules and regulations prescribed by the President.

Upon receiving such registration cards it shall be the duty of a local board at once carefully to examine them for the purpose of ascertaining whether any registration card received by such local board was filed within the area of some other local board. If any registration card shall be received by a local board that was not filed within the area of such local board, such registration card, together with the copy thereof, shall at once be delivered in person, if practicable, or, if not practicable, then by mail to the local board having jurisdiction in the area in which such registration card was filed.

It shall be the duty of each person registered to examine the lists hereafter required to be posted to ascertain whether his registration card is in the possession of the local board exercising jurisdiction in the area in which the person registered, and to call any error to the attention of the local board.

In case, however, the registration card of any person is not delivered to the local board exercising jurisdiction in the area in which such registration card was filed, when the order in which such person is liable to be called for military service is determined by such local board, the local board for any county, or any division of a county, any city or any division of a city, or any division of a State or Territory, having the registration card of any person registered in any part of the State or Territory in which such local board has jurisdiction, in its possession, when the order in which such person is liable to be called for military service is determined by such local board, shall have, possess, and exercise like jurisdiction, duties, powers, and au-

thority in respect of any person whose registration card is then in its possession as though such person had registered within the area in which such local board exercises jurisdiction.

**SEC. 9. *Duty of local boards to number registration cards.***—Immediately upon its organization, and, if practicable, within three days thereafter, each local board shall number each and every registration card then in its possession, beginning with number 1 and continuing consecutively until all registration cards are numbered. These numbers shall be known as “serial numbers” and must be entered on the face of each registration card in red ink between the words “Form 1,” occurring at the left-hand top of the card, and the words “Registration card.” The local board will at the same time give the same “serial number” to the copy of each registration card which it numbers.

The registration cards should not, for the purpose of assigning such “serial numbers,” be alphabetically arranged, but must be serially numbered without regard to the alphabetical arrangement of such registration cards.

As additional registration cards are thereafter received or made out by any local board, such cards shall be given a “serial number” in exactly the manner used in numbering the other registration cards. Such additional cards shall be numbered consecutively in the order in which they are received or made out. The first of such additional cards so received or made out shall bear the “serial number” next following the last “serial number” placed upon a registration card received from the registration officers; and other or additional cards received or made out thereafter shall bear the numbers next following this number in consecutive, numerical order.

In case any local board has in its possession any registration cards of which it has not copies it will immediately make such copies and will give to each of them the “serial number” which corresponds to the registration card of which it is a copy. The blank registration cards form (1) for such copies will be furnished by the governor of the State or Territory, or by the Commissioners of the District of Columbia, as the case may be.

When a local board has a copy of each card with its proper “serial number” thereon in its possession the clerk of the local board shall at once forward such copies by mail or express to the adjutant general of his State, Territory, or the District of Columbia, as the case may be, who will hold them for further instructions. In the case of cities of 30,000 population or over, however, the clerk of each local board will so forward such copies so made to the mayor of his city, who will in turn so forward them to the adjutant general of the State or Territory, to be held as in the case of copies of registration cards received directly from the clerks of local boards.



Each local board shall verify as to its accuracy each copy of each registration card so forwarded, by the signature or signed initials of one of the members of the local board.

The local board shall make a like copy, so verified, of each and every other additional card thereafter received or made out by it as the same is by it received or made out, and the clerk of each local board shall immediately and from day to day forward such copies of such additional cards to the adjutant general of his State or Territory, or to the Commissioners of the District of Columbia, as the case may be, or the mayor of his city as hereinbefore provided.

SEC. 10. *Local board to make lists of persons whose registration cards are in its possession.*—Concurrently with the numbering of the registration cards as above provided each local board must prepare four duplicate lists<sup>1</sup> of the names of all persons whose registration cards are in the possession of such local board. Such lists must contain the names of all such persons arranged in the order of their consecutive "serial numbers"—that is, the number in red ink on their respective registration cards—beginning with No. 1.

The local board shall retain one copy of such list. It shall, immediately upon completion of the list, post one copy in a conspicuous place, accessible to the public view, in the office of the local board; it shall at the same time make one copy accessible, in the office of the local board, to the press with a request for publication; and the clerk of the local board shall send one copy at the same time by mail to the Provost Marshal General in Washington.

Each local board must thereafter daily prepare in the same manner four duplicate lists of the names of all persons whose registration cards are thereafter received or made out by it each day, and the name of each person on such lists must be given its "serial number" in the manner hereinbefore provided; and each local board must daily retain, post, offer for publication, and mail copies of such additional lists so containing the "serial numbers" as above provided.

SEC. 11. *Provisions of said act of Congress authorizing the President to draft certain military forces and to make regulations therefor.*—Said act of Congress authorizes the President to raise by draft certain military forces therein enumerated, and section 2 of said act provides that:

\* \* \* all other forces hereby authorized, except as provided in the seventh paragraph of section one, shall be raised and maintained by selective draft exclusively; but this provision shall not prevent the transfer to any force of training cadres from other forces. Such draft as herein provided shall be based upon liability to military service of all male citizens, or male persons not alien enemies who have declared their intention to become citizens, between the ages of twenty-one and thirty years, both inclusive, and shall

<sup>1</sup> Use form No. 101.

*take place and be maintained under such regulations as the President may prescribe not inconsistent with the terms of this act.* Quotas for the several States, Territories, and the District of Columbia, or subdivisions thereof, shall be determined in proportion to the population thereof, and credit shall be given to any State, Territory, District, or subdivision thereof, for the number of men who were in the military service of the United States as members of the National Guard on April first, nineteen hundred and seventeen, or who have since said date entered the military service of the United States from any such State, Territory, District, or subdivision, either as members of the Regular Army or the National Guard.

**SEC. 12. *Method and manner of making draft to be prescribed by later regulations.***—A method, manner, time or times, and place or places will be prescribed by the President, by regulations to be hereafter issued, for each local board to determine the order in which the persons, whose registration cards are within the jurisdiction of the respective local boards in accordance with the regulations prescribed, are liable to be called for military service by the respective local boards to be physically examined, exempted, discharged, or finally accepted into the military service of the United States.

**SEC. 13. *Determination of quotas to be called and furnished.***—The quotas to be called and furnished by the respective local boards shall be determined in accordance with said act of Congress and regulations to be hereafter prescribed by the President. The President will cause the quotas for the several States, Territories, and the District of Columbia to be determined and notice thereof to be communicated to the Governor of each State and Territory and to the Commissioners of the District of Columbia. The Governor of each State and Territory and the Commissioners of the District of Columbia, acting for and by the direction of the President, shall thereupon, in accordance with regulations to be hereafter prescribed by the President, determine the quotas to be called and furnished by the several local boards within such State, Territory, or District from the persons whose registration cards are within the jurisdiction of the respective local boards therein, and shall communicate notice thereof to each local board within such State, Territory, or District.

The quotas so determined shall be called and furnished by the respective local boards in the method, manner, and at the time or times and place or places prescribed by regulations hereafter to be issued by the President.

**SEC. 14. *List of names of persons in the order of their liability for military service to be posted and mailed by local boards.***—As soon as practicable after the order in which the persons, whose registration cards are in the possession of the respective local boards, are liable to be called for military service shall have been determined by each local board, in accordance with the regulations hereafter prescribing the method, manner, time or times, and place or places of determining such



order, a list<sup>1</sup> of the names and residences of such persons in the order of their liability to be called for military service and having the "serial number" of the registration card of each such person before his name, and the "number," designating the order in which he will be called for military service after his name, shall be posted in the offices of the respective local boards in a place accessible to the public view.

As promptly as practicable thereafter a complete copy of such list shall be made accessible in the office of the respective local boards to the press with a request for publication; and one copy of such list shall be mailed by the clerk of the respective local board to the Provost Marshal General in Washington.

Such lists should be, if practicable, completed, posted, made accessible to the press, and mailed as above required within three days after the determination by each local board of the order of the liability of the persons within its jurisdiction to be called for military service.

Each of such lists must contain the names of all persons whose registration cards are in the possession of the respective local board and whose names have been copied upon the lists and supplemental lists required by section 10 of these regulations before the date to be hereafter fixed by the Provost Marshal General, and communicated to each local board by the Provost Marshal General or the governors of the respective States and Territories or by the Commissioners of the District of Columbia, as the case may be.

SEC. 15. *Persons to be called in their order and notice of call to be given.*—In furnishing the quotas required from the respective local boards each local board shall call the persons whose names are on the lists in the order of their liability for military service as fixed and stated on the lists required to be made by each local board by section 14 hereof.

When any person is called by a local board, notice<sup>2</sup> thereof shall be mailed by the clerk of such local board to each person so called, directed to the address on his registration card. Each such notice shall contain a direction to appear for physical examination as required by section 16 hereof, at a time and place fixed and stated in such notice.

SEC. 16. *Physical examination of persons called.*—A physical examination of each person called for service by a local board shall be made under the direction of such local board by the medical member thereof, or by some experienced licensed physician in good standing designated by the Governor of the State or Territory or by the Commissioners of the District of Columbia, as the case may require, and appointed by such board for that purpose.

<sup>1</sup> Use Form No. 102.

<sup>2</sup> Use Form No. 103.

Forms prepared by the Surgeon General of the Army for use in making the required physical examinations and regulations governing such examinations, prescribed by the President, will be furnished to local boards and examining physicians by the Provost Marshal General.

In making physical examinations and in basing conclusions on the results of such examinations examining physicians and local boards shall be guided, governed, and controlled by said forms and regulations, the provisions relating to physical examinations appearing in these regulations, and by the general rule that when an examining physician or a local board is in doubt as to whether or not any person examined is physically deficient and not physically qualified for military service, the doubt shall be resolved in favor of such person's physical qualification for military service and he shall be held to be physically qualified for such service.

The notices referred to in section 15 of these regulations shall carry a direction to the persons called to report at the office of the local board for physical examination on a date specified. This date should be fixed as follows: For approximately the first third of the list, the morning of the fifth day following the mailing of the notice; for approximately the next third of the list, the morning of the sixth day following the mailing of the notice; and for the remaining names on the list, the morning of the seventh day following the mailing of the notice. However, any person who, when called, is temporarily absent from the jurisdiction of the board by which he was called, or who is prevented by sickness from reporting for physical examination at the time fixed in the notice in his case, may report for physical examination on or before the tenth day after the mailing of the notice.

In addition to the medical member of the local board, or in addition to the examining physician designated and appointed as prescribed in section 7, one examining physician, designated as hereinbefore prescribed, may be appointed by each local board. Other additional examining physicians, designated as hereinbefore prescribed, may be appointed by the board as follows: One, if the number of persons to be examined on any one day shall exceed 80; two, if the number to be examined on any one day shall exceed 120; three, if the number to be examined on any one day shall exceed 160; and others in like ratio.

At the time fixed by each local board in the prescribed notices for physical examinations to be conducted under its direction, such board shall convene for the purpose of conducting such examinations and shall thereupon proceed with such examinations as expeditiously as practicable. Each person examined should be examined in the presence of at least one member of the local board other than



the medical member thereof. If the examining physician shall find the person examined physically deficient and not physically qualified for military service, the board shall cause him to be reexamined by another examining physician, designated and appointed as hereinbefore prescribed, who shall make the reexamination without reference to or regard for the report of the first examiner. Any member of the local board not present at the original examination shall, if practicable, be present at the reexamination. Upon completion of the physical examination by one or two examining physicians, as the foregoing rules may require, the local board conducting the examination shall pass upon the physical qualification for military service of the person examined, in accordance with the following rules: In any case in which no reexamination is required by the foregoing rules—that is, if the examining physician making the original physical examination shall have found the person examined physically qualified for military service—such person shall be held to be so qualified. In any case in which a reexamination is required by the foregoing rules, if the examining physician making the reexamination shall have found the person examined physically qualified for military service, or if both examining physicians shall have found the person examined physically deficient and not physically qualified for military service and the board does not concur in such findings, he shall be held to be physically qualified for military service. If both examining physicians shall have found the person examined physically deficient and not physically qualified for military service and the board concurs in such findings, he shall be discharged from the draft and a certificate<sup>1</sup> setting forth the conditions of such discharge shall be issued to him in accordance with these regulations.

Any person who when called for service and notified to appear for physical examination is absent from the area over which the local board by which he was called has jurisdiction and is unable to appear in person for examination by such board on or before the tenth day after the mailing of the notice directing him to appear for examination may, on or before said *tenth* day, file with said board an application, supported by satisfactory proof, for an order directing his physical examination by another board. If upon consideration of such application and proof the local board by which such person was called is satisfied that because of necessary absence it is impracticable for such person to appear for examination before such board, such board may enter an order directing his physical examination by another board, to be designated in said order. The local board so designated shall thereupon take and have jurisdiction to determine whether or not such person shall be held to be physically qualified for military service or shall be recorded as so qualified, and shall

<sup>1</sup> Use Form No. 107 or 108.

every question or claim for including or excluding or discharging persons or classes of persons from the selective draft under the provisions of this act authorizing the President to exclude or discharge from the selective draft "persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency."

SEC. 18. *Persons or classes of persons to be exempted by a local board.*—The following persons or classes of persons, if called for service by a local board and not discharged as physically deficient, shall be exempted by such local board upon a claim for exemption being made and filed by or in respect of any such person, and substantiated in the opinion of the local board, and a certificate of absolute, conditional, or temporary exemption, as the case may require, shall be issued to any such person.

The claim to be exempted must be made by such person, or by some other person in respect of him, on a form<sup>1</sup> prepared by the Provost Marshal General and furnished by the local boards for that purpose. Such claim must be filed with the local board which notified such person that he is called for service on or before the *seventh* day after the mailing by the local board of the notice required to be given such person of his having been called for service.

*The statement on the registration card of any such person that exemption is claimed shall not be construed or considered as the presentation of a claim for exemption.*

(a) *Officers of the United States and of the several States, Territories, and the District of Columbia.*—Officers, legislative, executive, and judicial, of the United States, the several States, Territories, and the District of Columbia. The word "officers" shall be construed for the purpose of said act of Congress and these rules and regulations to mean any person holding a legislative, executive, or judicial office created by the Constitution or laws of the United States, or of any of the several States or Territories.

(b) *Ministers of religion.*—Any regular or duly ordained minister of religion.

(c) *Students of divinity.*—Any person who on the 18th day of May, 1917, was a student preparing for the ministry in any recognized theological or divinity school.

(d) *Persons in the military or naval service of the United States.*—Any person in the military or naval service of the United States.

(e) *Subjects of Germany residing in the United States.*—Any person who is a subject of Germany, whether such person has or has not declared his intention to become a citizen of the United States.

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<sup>1</sup> Use Forms No. 110 or No. 111.



(f) *All other resident aliens who have not taken out their first papers.*—Any person who is a resident alien; that is, a citizen or subject of any foreign state or nation other than Germany who shall not have declared his intention to become a citizen of the United States.

Claims by or in respect of persons who claim exclusion or exemption on the ground that they are officers, legislative, executive, or judicial, of the United States, or of one of the several States, Territories, or the District of Columbia, or persons in the military or naval service of the United States, or subjects of Germany residing in the United States, or other resident aliens who have not taken out their first papers and whose physical examinations have been postponed shall, where practicable, first be heard and determined.

Any person who belongs to any of the classes above enumerated in this section shall be exempted upon the following conditions:

(a) *Officers of the United States and of the several States, Territories, and the District of Columbia.*—Any legislative, executive, or judicial officer of the United States, of the several States, Territories, or District of Columbia, upon presentation to such local board, at any time within 10 days after the filing of a claim of exemption by or in respect of such person, of an affidavit<sup>1</sup> made by himself stating the name and description of the office he holds and the date he was elected or appointed and when his term of office expires; and upon presentation by affidavits of such other evidence as may be required in the opinion of the local board to substantiate the claim.

(b) *Regular or duly ordained ministers of religion.*—Any duly ordained minister of religion, upon presentation to such local board, at any time within 10 days after the filing of the claim for exemption by or in respect of such person, of an affidavit<sup>2</sup> signed by such person, giving his place of residence and stating that he was duly ordained a minister of religion (giving name of church, religious sect, or organization by which ordained, the time and place of ordination); that he is still an ordained minister of religion, and that he is regularly engaged in the performance of the duties of a duly ordained minister of religion of said church, sect, or organization, as a vocation; and upon presentation of affidavits<sup>3</sup> of two persons (heads of families) residing within the area in which such local board has jurisdiction, members of said church, religious sect, or organization to which such person belongs, stating that such person is a minister of said church, religious sect, or organization, and that he is engaged in the performance of the duties of a duly ordained minister of religion of such church, religious sect, or organization as a vocation.

Any regular minister of religion, upon presentation to such local board, at any time within 10 days after the filing of the claim of

<sup>1</sup> Use Form No. 112.    <sup>2</sup> Use Form No. 113.    <sup>3</sup> Use Forms Nos. 113(a) and 113(b).

exemption by or in respect of such person, of an affidavit<sup>1</sup> signed by such person, giving his place of residence and stating that he is a regular minister of religion (giving the name of the church, sect, or religious organization to which he belongs, the time and place of entering upon the duties of such ministry), that he is regularly engaged in the performance of the duties of a regular minister of religion as a vocation; and upon presentation of affidavits<sup>2</sup> of two persons (heads of families) residing within the area in which the local board has jurisdiction, members of the said church, sect, or organization to which such person belongs, giving the place of residence of such person, and stating that he is a regular minister of religion of the said church, sect, or organization, and that he is regularly engaged in the performance of the duties of a regular minister of religion of said church, sect, or organization as a vocation.

A duly ordained minister of religion is a person who has been ordained, in accordance with the ceremonial, ritual, or discipline of a church, religious sect, or organization established on the basis of a community of faith and belief, doctrines and practices of a religious character, to preach and to teach the doctrines of such church, sect, or organization and to administer the rites and ceremonies thereof in public worship; and who as his regular and customary vocation preaches and teaches the principles of religion and administers the ordinances of public worship as embodied in the creed or principles of such church, sect, or organization.

A regular minister of religion is one who as his customary vocation preaches and teaches the principles of religion of a church, a religious sect or organization of which he is a member, without having been formally ordained as a minister of religion, and who is recognized by such church, sect, or organization as a regular minister.

The words "regular or duly ordained ministers of religion" do not include a person who irregularly or incidentally preaches and teaches the principles of religion of a church, religious sect or organization; nor do the words include a person who may have been duly ordained a minister in accordance with the ceremonial, rite, or discipline of a church, religious sect, or organization but who does not regularly, as a vocation, preach and teach the principles of religion and administer the ordinances of public worship as embodied in the creed or principles of his church, sect, or organization.

(c) *Students of divinity*.—Any person who, on the 18th day of May, 1917, was a student preparing for the ministry in any recognized theological or divinity school, upon presentation to such local board, at any time within 10 days after the filing of a claim of exemption by or in respect of such person, of an affidavit<sup>3</sup> signed by

<sup>1</sup> Use Form No. 114.

<sup>2</sup> Use Forms Nos. 114(a) and 114(b).

<sup>3</sup> Use Form No. 115.



such person stating that he was on the 18th day of May, 1917, a student in a designated school recognized as a theological or divinity school; and of an affidavit<sup>1</sup> signed by the president, dean, or head thereof, that such person was on the 18th day of May, 1917, a student preparing for the ministry in such theological or divinity school; and upon presentation by affidavits of such other evidence as may be required in the opinion of the board to substantiate the claim.

(d) *Persons in the military or naval service of the United States.*—Any person in the military or naval service of the United States, upon presentation to such local board at any time within 10 days after the filing of a claim of exemption by or in respect of such person, of an affidavit<sup>2</sup> signed by such person stating that he is in the military or naval service of the United States, and setting forth the particular branch of such service in which he is engaged and the date and period of his enlistment or engagement or of his acceptance of a commission, and stating that such enlistment or engagement, or acceptance of a commission, took place before such person received notice that he had been called by such local board; and upon presentation by affidavits of such other evidence as may be required in the opinion of the board to substantiate the claim.

The required proof may also be made by means of a certificate<sup>3</sup> setting forth the above information signed by a commissioned officer of the branch of the service in which the person by or in respect of whom the exemption is claimed is serving.

The words "persons in the military and naval service of the United States," as employed in said act of Congress and in these Regulations, shall be construed as including: All officers and enlisted men of the Regular Army, the Regular Army Reserve, the Officers' Reserve Corps, and the Enlisted Reserve Corps; all officers and enlisted men of the National Guard and National Guard Reserve recognized by the Militia Bureau of the War Department; all officers and enlisted men of the Navy, the Marine Corps, and the Coast Guard; all officers and enlisted men of the Naval Militia, Naval Reserve Force, Marine Corps Reserve, and National Naval Volunteers, recognized by the Navy Department; all officers of the Public Health Service detailed by the Secretary of the Treasury for duty either with the Army or the Navy; and any of the personnel of the Lighthouse Service and of the Coast and Geodetic Survey transferred by the President to the service and jurisdiction of the War Department or of the Navy Department.

(e) *Subjects of Germany residing in the United States.*—Any person who is a subject of Germany, whether any such person has or has not declared his intention to become a citizen of the United

<sup>1</sup> Use Form No. 115(a).

<sup>2</sup> Use Form No. 116.

<sup>3</sup> Use Form No. 117.

States, upon presentation to such local board, at any time within 10 days after the filing of a claim of exemption by or in respect of such person, of an affidavit<sup>1</sup> signed by such person setting forth the following information:

1. Date and place of birth.
2. Date of immigration into the United States.
3. Whether he has taken out his first papers—that is, declared his intention to become a citizen of the United States.
4. Present address; and upon presentation by affidavits of such other evidence as may be required, in the opinion of the board, to substantiate the claim.

No subject of Germany residing in the United States, whether he has taken out his first papers or not, will be accepted for service. When, in the opinion of a local board, any person called for service is a subject of Germany, whether he has or has not declared his intention to become a citizen of the United States, or whether he, or some other person in respect of him, has or has not filed a claim of exemption, he shall be exempted and a certificate of complete exemption issued to him.

(f) *All other resident aliens who have not taken out their first papers.*—Any person who is a resident alien—that is, a citizen or subject of any foreign State or nation other than Germany—who shall not have declared his intention to become a citizen of the United States, upon presentation to such local board, at any time within 10 days after the filing of a claim of exemption by or in respect of such person, of an affidavit<sup>2</sup> signed by such person setting forth the following information:

1. Date and place of birth.
2. Date of immigration into the United States.
3. Whether he has taken out his first papers—that is, declared his intention to become a citizen of the United States.
4. Present address; and upon presentation by affidavits of such other evidence as may be required in the opinion of the board to substantiate the claim.

SEC. 19. *Local boards to issue certificates of exemption.*—Each local board shall issue a certificate of exemption to each person by or in respect of whom a claim for exemption has been filed in accordance with these rules and regulations if, in the opinion of the local board, such claim has been substantiated as required by these rules and regulations and the right to a certificate of exemption established.

Each such certificate of exemption shall be on a form<sup>3</sup> provided by the Provost Marshal General, shall be signed by the chairman and clerk of the board, and shall set forth the grounds and conditions

<sup>1</sup> Use Form No. 118.

<sup>2</sup> Use Form No. 119.

<sup>3</sup> Use Form No. 120.



of the exemption and the duration thereof. Such certificate may be absolute, conditional, or temporary, as the case may require.

No exemption shall continue when a cause therefor no longer exists. Whenever a local board shall determine that the cause for the issuance by such local board of a certificate of exemption no longer exists, such local board shall at once revoke such certificate of exemption<sup>1</sup> and restore the name of the person to whom it was issued to the list of those called for service. Such board shall thereupon notify<sup>2</sup> such person of its action by mail directed to the address given on his registration card and require the surrender of the certificate of exemption issued to such person.

It shall thereupon be the duty of such person to surrender forthwith to such local board the certificate of exemption previously issued to him.

Any certificate of exemption may be withdrawn, modified, or renewed by the local board if, in the opinion of such local board, the circumstances of the case require that the certificate of exemption should be withdrawn, modified, or renewed.

Certificates of exemption shall require by their terms any person exempted conditionally or for a limited time to report, and it shall be the duty of such person to report, to the local board issuing the certificate immediately upon the expiration of the time specified, or whenever the conditions entitling such person to a certificate of exemption cease to exist.

Each certificate of exemption shall contain reference to the penalty clause of said act of Congress and also to the appropriate provisions of the Criminal Code of the United States setting forth the penalty incurred for failure to obey any provision of said act of Congress.

SEC. 20. *Persons or classes of persons to be discharged by a local board.*—The following persons or classes of persons shall, if called for service by any local board and not discharged as physically deficient or exempted in accordance with the regulations hereinbefore prescribed, be discharged by such local board upon a claim for discharge being made and filed by or in respect of any such person, and substantiated in the opinion of the local board, and a certificate of absolute, conditional or temporary discharge, as the case may require, issued to any such person.

The claim to be discharged must be made by such person, or by some other person in respect of such person, on a form<sup>3</sup> prepared by the Provost Marshal General and furnished by the local boards for that purpose. Such claim must be filed with the local board on or before the *seventh* day after the mailing by the local board of the notice

<sup>1</sup> Use Form No. 165.

<sup>2</sup> Use Form No. 166.

<sup>3</sup> Use Form No. 121 or 122.

required to be given such person of his having been called for service.

*The statement on the registration card of any person that discharge is claimed shall not be construed or considered as the presentation of a claim for discharge.*

(a) *County and municipal officers.*—Any county or municipal officer, including therein officers of counties, townships, cities, boroughs, parishes, towns, and villages, who has been elected to his office by popular vote and whose office may not be filled by appointment for an unexpired term, upon presentation to such local board at any time within 10 days after the filing of a claim for discharge by or in respect of such person, of an affidavit<sup>1</sup> made by the county clerk or like officer of the county, township, city, borough, parish, town, or village of which such person is an officer, stating the office held by such person and the date of his election, when his term of office expires, and that the unexpired term of such office may not be filled by appointment; and upon presentation by affidavits of such other evidence as may be required, in the opinion of the local board, to substantiate the claim.

(b) *Customhouse clerks.*—Any clerk employed in a customhouse of the United States upon presentation to such local board, at any time within 10 days after the filing of a claim of discharge by or in respect of such person, of an affidavit<sup>2</sup> signed by the collector or deputy collector having charge of the customhouse in which he is employed stating that he is a clerk in a customhouse of the United States and is, in his opinion, necessary to the effective operation or administration of such customhouse, and that he can not be replaced by another person without substantial material loss of efficiency in such operation or administration.

(c) *Persons employed by the United States in the transmission of the mails.*—Any person employed by the United States in the transmission of the mails, upon presentation to such local board, at any time within 10 days after the filing of a claim of discharge by or in respect of such person, of an affidavit<sup>3</sup> signed by the postmaster, or some appointee of the President or Postmaster General having direct supervision of such employee, stating that such employee is, in his opinion, necessary to the effective and adequate transmission of the mails and can not be replaced by another person without substantial material loss of efficiency in the effective and adequate transmission of the mails.

(d) *Artificers and workmen employed in the armories, arsenals, and navy yards of the United States.*—Any artificer or workman employed in any armory, arsenal, or navy yard of the United States, upon presentation to such local board, at any time within 10 days

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<sup>1</sup> Use Form No. 123.

<sup>2</sup> Use Form No. 124.

<sup>3</sup> Use Form No. 125.



after the filing of a claim of discharge by or in respect of such person, of an affidavit<sup>1</sup> signed by the commandant or officer having command of the armory, arsenal, or navy yard of the United States in which such person is employed, stating that such person is, in his opinion, necessary to the efficient and adequate operation of such armory, arsenal, or navy yard of the United States and can not be replaced by another person without substantial material loss of efficiency in the effective and adequate operation of such armory, arsenal, or navy yard of the United States.

(e) *Persons employed in the service of the United States designated by the President to be exempted.*—Any person employed in the service of the United States, upon presentation to such local board at any time within 10 days after the filing of a claim of discharge by or in respect of such person, of an affidavit<sup>2</sup> signed by the official of the Government of the United States having direct supervision and control of the department, commission, board, bureau, division, or branch of the Government of the United States in which such person is employed stating that such person is, in his opinion, necessary to the adequate and effective operation of such department, commission, board, bureau, division, or branch in the service of the United States and can not be replaced by another person without substantial material loss in the adequate and effective operation of said department, commission, board, bureau, division, or branch in the service of the United States.

In the case of a person employed in the legislative or judicial branch of the Government the affidavit may be signed by the official under whom such person serves.

(f) *Pilots.*—Any licensed pilot regularly employed in the pursuit of his vocation, upon presentation to such local board at any time within 10 days after the filing of a claim of discharge by or in respect of such person, of an affidavit<sup>3</sup> signed by the collector or deputy collector of the port from which such pilot regularly sails, stating that such person is a licensed pilot regularly employed in the pursuit of his vocation.

(g) *Mariners actually employed in the sea service of any citizen or merchant within the United States.*—Any mariner actually employed in the sea service of any citizen or merchant within the United States, upon presentation to such local board at any time within 10 days after the filing of a claim of discharge by or in respect of such person, of an affidavit<sup>4</sup> signed by his employer stating that such person is, in his opinion, necessary to the adequate and effective operation of the sea service in which the person is employed describing the particular sea service operated and can not be replaced by another

<sup>1</sup> Use Form No. 126.    <sup>2</sup> Use Form No. 127.    <sup>3</sup> Use Form No. 128.    <sup>4</sup> Use Form No. 129.

person without substantial material loss of efficiency in the adequate and effective operation of such sea service.

The term "sea service" shall be construed for the purpose of said act of Congress, and of these rules and regulations to include the service of mariners actually employed in the marine service of any citizen or merchant within the United States on the Great Lakes and their connecting waters.

*(h) Those in a status with respect to persons dependent upon them for support which renders their exclusion or discharge desirable.*

*(1) Any married man whose wife or child is dependent upon his labor for support, upon presentation to such local board, at any time within 10 days after the filing of a claim for his discharge by such married man, of an affidavit signed by him giving his name, age, and place of residence; the name and place of residence of his wife; the name(s), age(s), and place of residence of his child or children (if any); and stating that he is a married man, the husband of said wife, the father of her child or children; that such wife, child, or children is (are) dependent upon his labor for support as the term "labor" is used in these rules and regulations; that his income from which such wife and child or children received such support was mainly the fruit of his mental or physical labor, and was not mainly derived from property or other sources, independent of his mental or physical labor.<sup>1</sup>*

And upon presentation, within the time aforesaid, to such local board of a supporting affidavit signed by such wife giving her husband's name, age, and place of residence; her own name and place of residence; the name(s), age(s), and residence of their child or children (if any); and stating that she is the wife of such person, the mother of such child or children, and that he is the father of her child or children; the approximate amount of her separate income and the independent income of such child or children during the last preceding year, exclusive of any sums received from her husband, and exclusive of any gifts to her or her child or children, the same being merely the income derived from the separate or independent property of, or property held in trust for her, the child or children; that she or her child or children is (are) dependent upon her husband's labor for support, as the term "labor" is used in these rules and regulations; and that her husband's income from which she, her child or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>2</sup>

And upon presentation, within the time aforesaid, to such local board of a supporting affidavit signed by a head of a family residing

<sup>1</sup> Use Form No. 130.

<sup>2</sup> Use Form No. 130a.



within the area in which such local board has jurisdiction, giving the name, age, and place of residence of the husband whose discharge is sought; the name(s) and place of residence of his wife, child, or children (if any); and the age(s) of such child or children; that such person, his wife, his child or children are personally well known to affiant; and stating upon information and belief that such person is the husband of said wife, and the father of her child or children; the approximate amount of the separate or independent income of such wife, child, or children during the last preceding year, exclusive of any sums received from the husband, exclusive of any gifts, the same being merely the income derived from the separate or independent property of, or property held in trust for such wife, child or children; that such wife or child or children is (are) dependent upon her husband's labor for support, as the term "labor" is used in these rules and regulations; that the husband's income from which such support was received was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief concerning the income and dependency of the wife, child, or children.<sup>1</sup>

If the wife does not live within the area of such local board the affidavit of the head of a family may be made by such a person residing outside the area of such local board.

If the *claim for discharge is filed in respect of such husband by his wife*, then upon presentation, within the time aforesaid, to such local board of an affidavit signed by such wife giving her husband's name, age, and place of residence; her own name and place of residence; the name(s), age(s), and residence of their child or children (if any), and stating that she is the wife of such person and the mother of such child or children, and that he is the father of her child or children; the approximate amount of her separate income and independent income of such child or children during the last preceding year, exclusive of any sums received from her husband, and exclusive of any gifts to her, her child or children, the same being merely the income derived from the separate or independent property of, or property held in trust for her, the child, or children; that she or her child or children is (are) dependent upon her husband's labor for support, as the term "labor" is used in these rules and regulations; and that her husband's income from which she, her child, or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>2</sup>

<sup>1</sup> Use Form No. 130b.

<sup>2</sup> Use Form No. 131.

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of the husband whose discharge is sought; the name(s), place of residence of his wife, child, or children (if any), the age(s) of such child or children; stating that said husband, wife, child, or children is (are) personally well known to him; and stating upon information and belief that the person sought to be discharged is the husband of such wife and the father of such child or children; the approximate amount of the separate or independent income, during the last preceding year, of such wife, child, or children, exclusive of any sums received from her husband, and exclusive of any gifts, the same being merely the income derived from the separate or individual property of or property held in trust for such wife, child, or children; that such wife, child, or children is (are) dependent upon the husband's labor for support, as the term "labor" is used in these rules and regulations; that the husband's income from which such support was received was mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief concerning the income and dependency of the wife, child, or children.<sup>1</sup>

If the wife does not live within the jurisdiction of the local board the affidavits required by heads of families may be made by such persons residing outside of the area of such local board.

*If a claim for discharge is not filed by the husband or his wife, but by another person in respect of such husband*, then upon presentation to such local board, at any time within 10 days after the filing of such claim, of an affidavit signed by the person who has filed the claim, giving his own name and place of residence of such person; the name, age, place of residence, and serial number of the husband whose discharge is sought; the name and place of residence of wife; the name(s), age(s), and place of residence of child or children (if any); and stating that the person making the affidavit filed the claim for discharge in respect of such husband; that he is personally well acquainted with such husband and his wife, child, or children; that the person whose discharge is sought is the husband of the said wife and the father of the said child or children; that he has personally made an investigation of the sources of income of the wife, child, or children, disclosing the nature and extent of such investigation and examination; the approximate amount of such wife's,

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<sup>1</sup> Use Forms No. 131a-b.



child's, or children's separate or independent income during the last preceding year, exclusive of any sums received from the husband and exclusive of any gifts, the same being merely income derived from the separate or independent property of, or property held in trust for, the wife, child, or children; and stating that such wife, child, or children is (are) dependent upon the husband's labor for support, as the term "labor" is used in these rules and regulations; and that the husband's income from which his wife, child, or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>1</sup>

The person filing such claim, and the affidavit above specified, shall present therewith the marriage certificate (or a certified copy) of the husband and wife mentioned in his affidavit. In default thereof the affidavits of two persons must be presented, stating that they were present at the marriage ceremony of such person and his wife; or, if not so present, that such person and his wife live together as man and wife and have lived together as such (giving the residence of such married persons) for the period of ——— years or months.<sup>2</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families, residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of the husband whose discharge is sought; the name and place of residence of his wife, the name(s), the age(s) of the child, or children (if any); stating that they are personally well known to him; and stating upon information and belief that the person sought to be discharged is the husband of such wife and the father of such child or children; the approximate amount of the separate or independent income, during the last preceding year, of such wife, child, or children, exclusive of any sums received from her husband, exclusive of any gifts to her, her child, or children, the same being the income derived from the separate or independent property of, or property held in trust for such wife, child, or children; that such wife, child, or children is (are) dependent upon the husband's labor for support, as the term "labor" is used in these rules and regulations; that the husband's income from which such support was received was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief concerning the income and dependency of the wife, child, or children.<sup>3</sup>

<sup>1</sup> Use Form No. 132.

<sup>2</sup> Use Forms No. 132c-d.

<sup>3</sup> Use Forms No. 132a-b.

If the wife does not live within the jurisdiction of the local board, the affidavits required by heads of families may be made by such persons residing outside of the area of such local board.

And upon presentation, within the time aforesaid, to such local board of a supporting affidavit of such wife stating the approximate amount of her, her child's, or children's separate or independent income during the last preceding year, exclusive of any sums received from her husband and exclusive of any gifts, the same being merely income derived from the separate or independent property of, or property held in trust for her, her child, or children; and stating that she, the said child, or children is (are) dependent upon the labor of such husband for support, as the term "labor" is used in these rules and regulations.<sup>1</sup>

(2) *Any son of a widow dependent upon his labor for support*, upon presentation to such local board, at any time within 10 days after the filing of a claim for discharge, by such son, of an affidavit signed by him, giving his name, age, and place of residence; the name and place of residence of his widowed mother; and stating that he is the son of such widowed mother; the approximate amount actually contributed or expended by him during the last preceding year for her support; the approximate amount of her independent income during the last preceding year, exclusive of any sums received from him, and exclusive of any gifts to her, the same being merely the income derived from the independent property of, or the property held in trust for, such widowed mother; that such mother is dependent upon his labor for support as the term "labor" is used in these rules and regulations, and that his income from which she received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>2</sup>

And upon presentation, within the time aforesaid, to such local board of a supporting affidavit signed by the widowed mother giving her name and place of residence; the name, age, and place of residence of her son whose discharge is sought; stating that he is her son and that she is a widow; the approximate amount of her independent income, during the last preceding year, exclusive of any sums received from the said son, and exclusive of any gifts to her, the same being merely the income derived from her independent property, or property held in trust for her; the approximate amount actually contributed or expended by him during the last preceding year for her support, that she is dependent upon her son's labor for support as the term "labor" is used in these rules and regulations; that her son's income from which she received such support was mainly the fruit of

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<sup>1</sup> Use Form No. 132e.

<sup>2</sup> Use Form No. 133.



his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board, of a supporting affidavit signed by a head of a family residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of such son; the name and place of residence of his widowed mother; stating that such son and widowed mother are personally well known to him, and stating upon information and belief that she is the mother of the person whose discharge is sought; that her husband is dead; the approximate amount of her independent income during the last preceding year, exclusive of any sums received by her from her son, exclusive of any gifts, the same being merely the income derived from her independent property, or property held in trust for her; the approximate amount actually contributed or expended for her support by her son during the last preceding year; that the widowed mother is dependent upon her son's labor for support, as the term "labor" is used in these rules and regulations; that the son's income from which his mother received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief concerning her income, the approximate amount contributed or expended for her support by her son, the source of the son's income from which such support was paid, and the dependency of the mother.<sup>2</sup>

If the widowed mother does not live within the jurisdiction of the local board, the affidavit required by a head of a family may be made by such a person residing outside the area of such local board.

*If the claim is filed in respect of such son by his widowed mother,* then upon presentation, within the time aforesaid, to such local board of an affidavit signed by such widowed mother giving her name and place of residence; the name, age, and place of residence of her son whose discharge is sought; and stating that he is her son, and that she is his widowed mother; the approximate amount of her independent income, during the last preceding year, exclusive of any sums received from her son, and exclusive of any gifts to her, the same being merely the income derived from her independent property or property held in trust for her; the approximate amount actually contributed or expended by such son during the last preceding year for her support; that she is dependent upon her son's labor for support, as the term "labor" is used in these rules and regulations; that her

<sup>1</sup> Use Form No. 133a.

<sup>2</sup> Use Form No. 133b.

son's income from which she received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of such son; the name and place of residence of his widowed mother; stating that they are both personally well known to him, and stating upon information and belief that she is the mother of the person whose discharge is sought; that her husband is dead; the approximate amount of her independent income during the last preceding year, exclusive of any sums received by her from her son, exclusive of any gifts to her, the same being merely the income derived from her independent property, or property held in trust for her; the approximate amount actually contributed or expended for her support by her son during the last preceding year; that the widowed mother is dependent upon her son's labor for support, as the term "labor" is used in these rules and regulations; that the son's income from which his mother received such support was income mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief concerning her income, the approximate amount contributed or expended for her support by her son, the source of the son's income from which such support was paid and the dependency of the mother.<sup>2</sup>

If the widowed mother does not live within the jurisdiction of the local board, the affidavits required by heads of families may be made by such persons residing outside the area of such local board.

*If a claim for discharge is not filed by the son or by his widowed mother, but by another person in respect of such son, then upon presentation to such local board, at any time within 10 days after the filing of such claim, of an affidavit signed by the person who has filed the claim, giving the name, place of residence of such person; the name, age, place of residence and serial number of the son whose discharge is sought; and stating that the person making the affidavit filed the claim for discharge in respect of such son, giving the name and place of residence of the widowed mother; stating that he is personally well acquainted with the son and the widowed mother; that he has personally made an investigation and examination of the source of income of such widowed mother, disclosing the nature and extent of such investigation and examination; and stating, according to*

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<sup>1</sup> Use Form No. 134.

<sup>2</sup> Use Forms Nos. 134a-b.



the facts disclosed by such investigation and examination, the approximate amount of such mother's independent income during the last preceding year, exclusive of any sums received from her son, and exclusive of any gifts to her, the same being merely income derived from her property, or property held in trust for her; the approximate amount that such son has actually contributed or expended during the last preceding year for her support; and stating that such mother is dependent upon her son's labor for support, as the term "labor" is used in these rules and regulations; and that the son's income from which his mother received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his said mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of such son, the name and place of residence of his widowed mother; stating that such son and widowed mother are personally well known to him; and stating upon information and belief that she is the mother of the person whose discharge is sought; and that her husband is dead; the approximate amount of her independent income during the last preceding year, exclusive of any sums received by her from her son, exclusive of any gifts to her, the same being merely the income derived from her independent property, or property held in trust for her; the approximate amount actually contributed or expended for her support by her son during the last preceding year; that the widowed mother is dependent upon her son's labor for support, as the term "labor" is used in these rules and regulations; that the son's income from which his mother received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief concerning her income, the approximate amount contributed or expended for her support by her son, the source of the son's income from which such support was paid, and of her dependency upon her son.<sup>2</sup>

If the widowed mother does not live within the jurisdiction of the local board, the two affidavits required by two heads of families may be made by such persons residing outside the area of such local board.

And upon presentation within the time aforesaid to such local board of a supporting affidavit by such widowed mother stating the

<sup>1</sup> Use Form No. 135.

<sup>2</sup> Use Forms Nos. 135a-b.

approximate amount actually received from her son by her for her support during the last preceding year; the approximate amount of her independent income during the last preceding year, exclusive of any sums received from her son and exclusive of any gifts to her, the same being merely income derived from her independent property or property held in trust for her; the approximate amount actually received from her son or expended by him on her behalf for her support during the last preceding year; and stating that she is dependent upon the labor of such son for support, as the term "labor" is used in these rules and regulations.<sup>1</sup>

(3) *Son of aged or infirm parent or parents, dependent upon his labor for support*, upon presentation to such local board, at any time within 10 days after the filing of a claim for discharge by such son, of an affidavit signed by himself giving his name, age, place of residence, and the name(s), age(s), and place of residence of his said parent or parents; and stating that he is the son of the aged or infirm parent or parents; the infirmity (if any) of such parent or parents; the approximate amount of the independent income of such aged or infirm parent or parents during the last preceding year, exclusive of any sums received from such son, and exclusive of any gifts, the same being merely the income derived from the independent property of, or the property held in trust for, such parent or parents; the approximate amount actually contributed or expended by such son during the last preceding year for the support of such parent or parents; that such parent or parents is (are) dependent upon his labor for support as the term "labor" is used in these rules and regulations; and that his income from which such parent or parents received support was mainly the fruit of the son's mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>2</sup>

And upon presentation, within the time aforesaid, to such local board of a supporting affidavit signed by such aged or infirm parent or parents, giving the name(s), age(s), and place of residence of such parent or parents; and the name, age, and place of residence of the son whose discharge is sought; and stating that he is the son of such parent or parents; the infirmity (if any) of such parent or parents; the approximate amount of the independent income of such aged or infirm parent or parents during the last preceding year, exclusive of any sums received from such son, and exclusive of any gifts, the same being merely the income derived from the independent property of, or the property held in trust for, such parent or parents; the approximate amount actually contributed or expended

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<sup>1</sup> Use Form No. 135c.

<sup>2</sup> Use Form No. 136.

by such son during the last preceding year for the support of such parent or parents; and that such parent or parents is (are) dependent upon his labor for support as the term "labor" is used in these rules and regulations; and that his income from which such parent or parents received such support was mainly the fruit of the son's mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board of a supporting affidavit signed by a head of a family residing within the area in which such local board has jurisdiction, giving the name(s), age(s), and place of residence of such parent or parents; and the infirmity (if any) of such parent or parents; and the name, age, and place of residence of the son whose discharge is sought; stating that the said parent(s) and said son are personally well known to him; and stating upon information and belief that such person is the son of said parent or parents; the approximate amount of the independent income of such aged or infirm parent or parents during the last preceding year, exclusive of any sums received from such son, exclusive of any gifts, the same being merely income derived from the independent property of, or the property held in trust for such parent or parents; the approximate amount actually contributed or expended by such son during the last preceding year for the support of such parent or parents; that such parent or parents is (are) dependent upon the son's labor for support, as the term "labor" is used in these rules and regulations; and that the income of the son from which such parent or parents received such support was mainly the fruit of the son's mental or physical labor, and was not income mainly derived from property or other sources independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds of belief respecting the income of such parent or parents, the approximate amount contributed or expended by the son for such support, and the source of the son's income and of the dependency of the parent or parents.<sup>2</sup>

If the aged or infirm parent or parents does (do) not live within the area of such local board the affidavit of the head of a family may be made by such a person residing outside of the area of such local board.

*If a claim for discharge is filed in respect of a son by his aged or infirm parent or parents, then upon presentation to such local board, at any time within 10 days after filing such claim, of an affidavit signed by such aged or infirm parent or parents, giving the*

<sup>1</sup> Use Form No. 136a.

<sup>2</sup> Use Form No. 136b.



name, age, and place of residence of such son; the name(s), age(s), and place of residence of the parent or parents; and stating that such person(s) is (are) the father or (and) mother of the person whose discharge is sought, and the infirmity (if any) of such parent or parents; the approximate amount of the independent income of such aged or infirm parent or parents during the last preceding year, exclusive of any sum received from such son, and exclusive of any gifts, and the same being merely the income derived from the independent property of, or the property held in trust for, such parent or parents; the approximate amount actually contributed or expended by the son during the last preceding year for the support of such parent or parents; that such parent or parents is (are) dependent upon such son's labor for support, as the term "labor" is used in these rules and regulations; and that the income of such son from which the parent or parents received such support was mainly the fruit of the son's mental or physical labor, and was not income mainly derived from property or other sources independent of his mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name(s), age(s), and place of residence of such parent or parents, and the name, age, and residence of the son whose discharge is sought; stating that such son and parent(s) are personally well known to him; and stating upon information and belief that such person is the son of said parent or parents; that such parent or parents is (are) aged or infirm, stating the infirmity (if any) of such parent or parents; the approximate amount of the independent income of such aged or infirm parent or parents during the last preceding year, exclusive of any sums received from such son, exclusive of any gifts, the same being merely income derived from the independent property of, or the property held in trust for, such parent or parents; the approximate amount actually contributed or expended by such son during the last preceding year for the support of such parent or parents; that such parent or parents is (are) dependent upon his labor for support, as the term "labor" is used in these rules and regulations; that the income of the son from which such parent or parents received such support was mainly the fruit of the son's mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiants' information and grounds for belief concerning the parent's or parents' income, the approximate amount contributed or expended by the son for such sup-

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<sup>1</sup> Use Form No. 137.



port, and the source of the son's income and the dependency of the parent(s).<sup>1</sup>

If the aged or infirm parent or parents does (do) not live within the area of such local board, the affidavits of the two heads of families may be made by two such persons residing outside of the area of such local board.

*If a claim for discharge is not filed by the son or by his aged or infirm parent or parents, but by another person in respect of such son, then upon presentation to such local board, at any time within 10 days after the filing of such claim, of an affidavit signed by the person who has filed the claim, giving the name and place of residence of such person; the name, age, place of residence, and serial number of the son whose discharge is sought, stating that the person making the affidavit filed the claim for discharge in respect of such son, and that he is personally well acquainted with such son and the aged or infirm parent or parents; stating the name(s), age(s), place of residence, and infirmity (if any) of such parent or parents; that he has personally made an investigation and examination of the sources of income of such parent or parents, disclosing the nature and extent of such investigation and examination; and stating according to the facts disclosed by such investigation and examination the approximate amount of such parent's or parents' independent income during the last preceding year, exclusive of any sums received from the son, and exclusive of any gifts to the parent or parents, the same being merely income derived from the independent property of, or property held in trust for, such parent or parents; the approximate amount that such son has actually contributed or expended during the last preceding year for the support of his parent or parents; stating that such parent or parents is (are) dependent upon the son's labor for support, as the term "labor" is used in these rules and regulations; and that the son's income from which his parent or parents received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.*<sup>2</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and residence of the son whose discharge is sought; the name(s) and place of residence of such parent or parents; stating that the said son and the said parent(s) are personally well known to him; and stating on information and belief the age(s) and

<sup>1</sup> Use Forms Nos. 137a-b.

<sup>2</sup> Use Form No. 138.

infirmity (if any) of such parent or parents; that he is the son of such parent or parents; the approximate amount of the independent income of such aged or infirm parent, or parents, during the last preceding year, exclusive of any sums received from such son, and exclusive of any gifts, the same being merely income derived from the independent property of, or the property held in trust for, such parent or parents; the approximate amount actually contributed or expended by such son during the last preceding year for the support of such parent or parents; that such parent or parents are dependent upon the son's labor for support, as the term "labor" is used in these rules and regulations; that the income of the son from which such parent or parents received such support was mainly the fruit of the son's mental or physical labor, and was not derived from property or other sources, independent of his mental or physical labor for continuance; and stating the sources of affiant's information and grounds for belief respecting the income of the parent or parents, the approximate amount contributed or paid out by the son for the support of his parent or parents, the source of the son's income, and the dependency of the parent or parents.<sup>1</sup>

If the aged or infirm parent or parents does (do) not live within the area of such local board, the affidavits of the two heads of families may be made by two such persons residing outside of the area of such local board.

And upon presentation, within the time aforesaid, to such local board of a supporting affidavit of such aged or infirm parent or parents stating the approximate amount actually received from the son or expended by him for the support of such parent or parents, during the last preceding year; the approximate amount of the independent income of the parent or parents, during the last preceding year derived from the independent property of, or property held in trust for, the parent or parents, and stating that the parent or parents is (are) dependent upon the labor of such son for support, as the term "labor" is used in these rules and regulations.<sup>2</sup>

(4) *Father of a motherless child or children under 16 years of age dependent upon his labor for support*, upon presentation to such local board, at any time within 10 days after the filing of a claim for his own discharge by such father, of an affidavit signed by him giving his name, age, and place of residence; the name(s), age(s), and place of residence of his child or children under the age of 16 years; and stating that he is the father of such child or children; that the mother of such child or children is dead; the approximate amount of the independent income of such child or children during the last preceding year, exclusive of any sums received by such child

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<sup>1</sup> Use Forms Nos. 138a-b.

<sup>2</sup> Use Form No. 138c.



or children from him and exclusive of any gifts, the same being merely income derived from the individual property of, or the property held in trust for such child or children; the approximate amount actually contributed or expended by him, during the last preceding year, for the support of such child or children; that such child or children is (are) dependent upon his labor for support, as the term "labor" is used in these rules and regulations; and that his income from which his child or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of the father whose discharge is sought; the names(s), age(s), and place of residence of his child or children; stating that the said father and the said child or children are personally well known to him; and stating upon information and belief that such person is the father of such child or children; that the mother of such child or children is dead; the approximate amount of the independent income of such child or children during the preceding year, exclusive of any sum received from such father, and exclusive of any gifts, the same being merely income derived from the independent property of, or property held in trust for such child or children; the approximate amount contributed or expended by the father, during the last preceding year, for the support of such child or children; that such child or children is (are) dependent upon the father's labor for support, as the term "labor" is used in these rules and regulations; that the income of the father from which the child or children received such support was mainly the fruit of the father's mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds of belief respecting the child's or children's independent income, the approximate amount contributed or expended by the father for the support, the sources of his income, and the dependency of the child or children.<sup>2</sup>

*If a claim for discharge is not filed by the father, but by another person in respect of a father, then upon presentation, to such local board, at any time within 10 days after the filing of such claim, of an affidavit signed by the person who has filed the claim, giving the name and place of residence of such person; the name, age, place*

<sup>1</sup> Use Form No. 139.

<sup>2</sup> Use Forms Nos. 139a-b.

of residence, and serial number of the father whose discharge is sought; that the person making the affidavit filed the claim for discharge in respect of such father; the name(s), age(s), and place of residence of the child or children under 16 years of age; stating that the person whose discharge is sought is the father of the said child or children; that he is personally well acquainted with such father and the said child or children; and stating that he has personally made an investigation and examination of the source of income of such child or children, disclosing the nature and extent of such investigation and examination; stating, according to the facts disclosed by such investigation and examination, the approximate amount of such child's or children's independent income during the last preceding year, exclusive of any sums received from the father, and exclusive of any gifts to the child or children, the same being merely income derived from the independent property of, or the property held in trust for, such child or children; that the child or children is (are) dependent upon the father's labor for support, as the term "labor" is used in these rules and regulations; the approximate amount that such father has actually contributed or expended during the last preceding year for the support of the child or children; and that the father's income from which the child or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from the property or other sources, independent of his mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of the father whose discharge is sought; the name(s), age(s), and place of residence of the child or children of such father; stating that the said father and child or children are personally well known to him; stating, upon information and belief, that such person is the father of said child or children; that the mother of such child or children is dead; the approximate amount of the independent income of such child, or children, during the last preceding year, exclusive of any sum received from such father, and exclusive of any gifts, the same being merely income derived from the independent property of, or property held in trust for such child or children; the approximate amount actually contributed or expended by the father during the last preceding year for the support of such child or children; that such child or children is (are) dependent upon the said father's

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<sup>1</sup> Use Form No. 140.



labor for support, as the term "labor" is used in these rules and regulations; that the income of the father from which the child or children received such support was mainly the fruit of the father's mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief respecting the income of such child or children, the approximate amount actually contributed or expended by the father for such support, the sources of his income, and the dependency of the child or children.<sup>1</sup>

(5) *Brother of a child or children under 16 years of age, who has (have) neither father nor mother, and is (are) dependent upon his labor for support*, upon presentation, to such local board, at any time within 10 days after the filing of a claim for his own discharge by such brother, of an affidavit signed by him giving his name, age, and place of residence; the name(s), age(s), and place of residence of such child or children under the age of 16 years; stating that he is the brother of such child or children, and that the father and mother of such child or children are dead; and stating the approximate amount of the independent income of such child or children during the last preceding year, exclusive of any sums received by such child or children from him, and exclusive of any gifts, the same being merely income derived from the individual property of, or property held in trust for such child or children; the approximate amount actually contributed or expended by him for the support of such child or children during the last preceding year; and stating that such child or children is (are) dependent upon his labor for support, as the term "labor" is used in these rules and regulations; that such income from which the child or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.<sup>2</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits signed by heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of the brother whose discharge is sought; the name(s), age(s), and place of residence of the child or children under 16 years of age for whose benefit the claim for discharge of the brother was filed; stating that such brother and the child or children are personally well known to him; and stating, on information and belief, that such child or children has (have) neither father nor mother living; that the person whose discharge is sought is the brother of such child or children; and is reputed to have such

<sup>1</sup> Use Forms No. 140a-b.

<sup>2</sup> Use Form No. 141.

child or children dependent upon his labor for support; the approximate amount of the independent income of such child or children during the last preceding year, exclusive of any sums received from such brother and exclusive of any gifts, the same being merely income derived from the independent property of, or property held in trust for such child or children; the approximate amount actually contributed or expended by such brother during the last preceding year for the support of such child or children; that such child or children is (are) dependent upon such brother's labor for support, as the term "labor" is used in these rules and regulations; and that the income of such brother from which such child or children received such support was mainly the fruit of the brother's mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor; and stating on oath the sources of affiant's information and grounds for belief respecting the amount of the child's or children's income, the approximate amount paid out by the brother for the support, and the dependency of such child or children.<sup>1</sup>

*If a claim for discharge is not filed by the brother, but by another person in respect of such brother, then upon presentation to such local board, at any time within 10 days after the filing of such claim, of an affidavit signed by the person who has filed the claim, giving the name and place of residence of such person; the name, age, place of residence, and serial number of the brother whose discharge is sought, and stating that the person making the affidavit filed the claim for discharge in respect of such brother; that the person whose discharge is sought is the brother of such child or children; giving the name(s), age(s), and place of residence of such child or children under 16 years of age; that he is personally well acquainted with such brother and the child or children; that he has personally made an investigation and examination of the source of income of such child or children, disclosing the nature and extent of such investigation and examination; and stating according to the facts disclosed by such investigation and examination the approximate amount of such child's or children's independent income during the last preceding year, exclusive of any sums received from the brother, and exclusive of any gifts to the child or children, the same being merely income derived from the individual property of, or property held in trust for the child or children; and stating that such child or children is (are) dependent upon the brother's labor for support, as the term "labor" is used in these rules and regulations; the approximate amount that such brother has actually contributed or expended during the last preceding year for the support of the*

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<sup>1</sup> Use Forms No. 141a-b.



child or children; that the brother's income from which the child or children received such support was mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources independent of his mental or physical labor.<sup>1</sup>

And upon presentation, within the time aforesaid, to such local board of two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction, giving the name, age, and place of residence of the brother whose discharge is sought, the name(s), age(s), and place of residence of the child or children under 16 years of age for whose benefit the claim for discharge of the brother was filed; that the said brother and child (children) are personally well known to him; and stating, upon information and belief, that such child or children has (have) neither father nor mother living; that such person is the brother of said child or children and that he has such child or children, dependent upon his labor for support; the approximate amount of the independent income of such child or children during the last preceding year, exclusive of any sums received from such brother and exclusive of any gifts, the same being merely income derived from the individual property of, or property held in trust for, such child or children; the approximate amount actually contributed or expended by such brother, during the last preceding year, for the support of such child or children; that such child or children is (are) dependent upon his labor for support, as the term "labor" is used in these rules and regulations; and that the income of such brother from which such child or children received such support was mainly the fruit of the brother's mental or physical labor and was not income mainly derived from property or other sources independent of his mental or physical labor; and stating on oath the sources of the affiant's information and knowledge with respect to the income of the child or children, the approximate amount paid out by the brother for such support, and the dependency of such child or children.<sup>2</sup>

For the purpose of these rules and regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but

<sup>1</sup> Use Form No. 142.

<sup>2</sup> Use Forms No. 142a-b.

if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

For the purpose of these rules and regulations, by the term "aged or infirm" parent or parents is meant those persons who, from old age or infirmity, are disabled from earning the means of supporting themselves and who, by reason of such age or infirmity, have become dependent for the means of support upon the person in respect of whom the claim is made.

In respect of all claims filed on the ground that any person called has dependent(s) such other evidence may be presented by affidavits as may be required in the opinion of the local board to substantiate the claim.

If any person claiming exemption or discharge shall file affidavits in support thereof, one such affidavit should contain the statement that he binds himself to report at once in person to the local board by which he was called and notify it whenever the conditions entitling him to exemption or discharge cease to exist; and the affidavit of one who has filed a claim for exemption or discharge in respect of another should contain a similar statement whenever practicable.

(i) *Any person who is found by such local board to be a member of any well-recognized religious sect or organization organized and existing May 18, 1917, and whose then existing creed or principles forbid its members to participate in war in any form, and whose religious convictions are against war or participation therein in accordance with the creed or principles of said religious organization.*—Any such person upon presentation to such local board, at any time within 10 days after the filing of a claim for discharge by or in respect of such person, of an affidavit<sup>1</sup> made by such person stating that he is a member in good faith and in good standing of a well-recognized religious sect or organization (giving the name thereof) organized and existing May 18, 1917, and whose then existing creed or principles forbid its members to participate in war in any form, and that his religious convictions are against war or participation therein in accordance with the creed or principles of said religious organization. And upon the presentation to such local board of an affidavit<sup>2</sup> made by the clerk or minister of the well-recognized religious sect or organization to which such person claiming exemption is a member, stating that said person is a member of said religious sect or organization, which was well recognized and was organized and existing May 18, 1917, and that the then existing creed or principles of said religious sect or organization forbid its members to participate in war in any form; and upon presentation by affidavits of such other evidence as may be required in the

<sup>1</sup> Use Form No. 143.

<sup>2</sup> Use Form No. 143 (a).



opinion of the local board to substantiate the claim of any such person.

Said act of Congress provides, section 3:

But no person so exempted shall be exempted from service in any capacity that the President shall declare to be noncombatant.

In case any such person substantiates, in the opinion of the local board, his claim, such local board shall issue a certificate<sup>1</sup> stating that such person shall not be required or compelled to serve in any capacity except in some capacity declared by the President to be noncombatant.

SEC. 21. *Those found to be morally deficient.*—Any person who is a felon, upon presentation by any person to the local board by which he was drawn for service of a certificate<sup>2</sup> of the clerk of any court of record in the United States showing that the record of such court discloses that such person was at a time stated convicted of felony and sentenced in such court, shall be discharged.

SEC. 22. *Local boards to decide claims of exemption or discharge within three days after filing of affidavits.*—Each local board shall decide, subject to appeal as herein provided, each claim for exemption or discharge filed with the respective local boards within three days after the affidavits in support of the respective claims shall have been filed.

SEC. 23. *Local boards to issue certificates of discharge.*—Each local board shall issue a certificate of discharge<sup>3</sup> to each person by or in respect of whom a claim for discharge has been filed in accordance with these rules and regulations if, in the opinion of the local board, such claim has been substantiated as required by these rules and regulations and the right to a certificate of discharge established.

Each such certificate of discharge shall be on a form provided by the Provost Marshal General, shall be signed by the chairman and clerk of the board, and shall set forth the grounds and conditions of the discharge and the duration thereof. Such certificate may be absolute, conditional, or temporary, as the case may require.

No discharge shall continue when a cause therefor no longer exists. Whenever a local board shall determine that the cause for the issuance by such local board of a certificate of discharge no longer exists, such local board shall at once revoke such certificate of discharge<sup>4</sup> and restore the name of the person to whom it was issued to the list of those called for service. Such board shall thereupon notify<sup>5</sup> such person of its action by mail directed to the address given on his

<sup>1</sup> Use Form No. 174.

<sup>2</sup> Use Form No. 144.

<sup>3</sup> Use Form No. 145.

<sup>4</sup> Use Form No. 167.

<sup>5</sup> Use Form No. 168.

registration card and require the surrender of the certificate of discharge issued to such person.

It shall thereupon be the duty of such person to surrender forthwith to such local board the certificate of discharge previously issued to him.

Any certificate of discharge may be withdrawn, modified, or renewed by the local board if, in the opinion of such local board, the circumstances of the case require that the certificate of discharge should be withdrawn, modified, or renewed.

Certificates of discharge shall require by their terms any person discharged conditionally or for a limited time to report, and it shall be the duty of such person to report, to the local board issuing the certificate immediately upon the expiration of the time specified, or whenever the conditions entitling such person to a certificate of discharge cease to exist.

No certificate of discharge shall be conditional on the person to whom it is issued entering into or continuing in the employment of any designated employer, but may be conditional on a person engaging in or continuing in some particular class of employment.

Each certificate of discharge shall contain reference to the penalty clause of said act of Congress and also to the appropriate provisions of the Criminal Code of the United States setting forth the penalty incurred for failure to obey any provision of said act of Congress.

SEC. 24. *Local boards to certify to the district boards having jurisdiction names of persons called and not exempted or discharged and names of persons called who have been exempted or discharged.*— Each local board shall forthwith, on a form<sup>1</sup> prepared by the Provost Marshal General for that purpose, certify to the district board having jurisdiction of the area in which such local board is located, the names and detailed addresses of all persons called by such local board who have not been exempted or discharged, and a like list<sup>2</sup> of all persons called by such local board who have been exempted or discharged. Each local board shall also file with such district board each claim for exemption or discharge, together with all affidavits and papers filed in connection with each claim for exemption or discharge, including the records of the physical examinations and a copy of each certificate of exemption or discharge issued by it.

Each local board shall maintain a filing system that will enable all affidavits and records in respect of each person to be filed separately and apart from affidavits and records in respect of any other person in order to facilitate their orderly and prompt transmission to the proper district board.

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<sup>1</sup> Use Form No. 146.

<sup>2</sup> Use Form No. 147.

SEC. 25. *List to be posted and notices to be mailed.*—Within two days, if practicable, after certifying any such list to the district board having jurisdiction a copy of any such list so certified by the local board shall be posted in the offices of the local board in a place accessible to the public view; a copy shall be made accessible to the press with a request for publication; and a notice<sup>1</sup> that he has been certified to the proper district board having jurisdiction as called for service and not exempted or discharged shall be mailed by the clerk of the local board to each person called who has not been exempted or discharged, directed to the address given on his registration card. Like notice<sup>2</sup> shall be so sent to any person who filed a claim for exemption or discharge in respect of some other person, directed to the address given on the claim filed.

SEC. 26. *Appeals from local boards to district boards.*—An appeal may be taken by or in respect of any person called for service by any local board from the final decision of such local board, disposing of a claim for exemption or discharge, to the district board having jurisdiction in the area in which such local board is located.

The person called, or the person who filed the claim for exemption or discharge in respect of such person, must file with such local board a claim of appeal, if an appeal is taken, on a form<sup>3</sup> prepared by the Provost Marshal General and furnished by the local boards for that purpose and must give notice of the filing of such claim of appeal to the district board having jurisdiction on a form<sup>4</sup> prepared by the Provost Marshal General and furnished by the local boards for that purpose.

Any such claim of appeal and the notice thereof must be filed and given within 10 days after the mailing of a notice to such person and to the person who filed the claim of exemption or discharge in respect of such person that the claim of exemption or discharge is denied.

Upon such claim of appeal being filed with the local board it shall be the duty of such local board, if it has not already done so, to forward to the district board having jurisdiction all affidavits and records in connection with the claim filed by such person or in respect of such person for exemption or discharge.

No appeal can be taken, or can be allowed to be taken by order of any local board or district board, from any order or decision of any local board, except from the final decision on a claim of exemption or discharge filed by or in respect of a person called by a local board for service.

A local board may allow an appeal to be taken from its final decision after the expiration of the designated time within which a claim

<sup>1</sup> Use Form No. 148 or 150.

<sup>2</sup> Use Form No. 149.

<sup>3</sup> Use Form No. 153 or 154.

<sup>4</sup> Use Form No. 151 or 152.



of appeal may be filed, provided it is shown to the satisfaction of the local board having jurisdiction that the failure to file such claim of appeal within the designated time arose because of the necessary absence of the claimant or because the illness of the claimant prevented the filing of such claim, or for any other cause or reason which appears to the local board to afford a reasonable ground for allowing the claim of appeal to be filed.

In the event that any such application for leave to file a claim of appeal is granted, notice<sup>1</sup> of the extension of time shall be given by the local board to the district board having jurisdiction and a like extension of time shall be granted for notice to be given to the district board of the filing of the claim of appeal.

**SEC. 27. *Government appeals.***—The Provost Marshal General acting through any person generally or specially authorized may appeal from the decision of any local board to the district board having jurisdiction in the area in which such local board is located. It shall be the duty of the Provost Marshal General generally or specially to authorize and direct some person to take appeals from all decisions of local boards to the district boards having jurisdiction in all cases where certificates of discharge were granted and issued because of a claim filed for discharge under the provisions of subdivision (h) of section 20 of these rules and regulations.

The time within which a claim of appeal and the notice thereof may be filed by the Provost Marshal General shall not be limited.

The records of all local boards shall be open at all times to inspection or examination by any person generally or specially designated by the district board having jurisdiction to make such inspection or examination, and the records of all local and district boards shall be open at all times to the inspection or examination of any person generally or specially authorized by any department of the Government of the United States or by the Provost Marshal General. Such records shall be open to the examination of the public at such times as will not interfere with the proceedings or work of the local boards.

**SEC. 28. *Local boards may in certain cases extend time to file claims and affidavits.***—A local board may allow a claim for exemption or discharge to be filed or affidavits in support thereof to be filed after the expiration of the designated time within which such claim or such affidavits may be filed, provided it is shown to the satisfaction of the local board having jurisdiction that the failure to file such claim or such affidavits within the designated time arose because of the necessary absence of the claimant or because the illness of the claimant prevented the filing of such claim or of such affidavits, or for

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<sup>1</sup> Use Form No. 155.



any other cause or reason which appears to the local board to afford a reasonable ground for allowing the claim or affidavits to be filed.

SEC. 29. *Local boards may order the physical examination of any person called and the hearing on a claim for exemption or discharge transferred to another local board.*—When the order in which a person is liable to be called for military service has been determined, and the notice that he has been called for service mailed as required by section 15 hereof, if it is shown to the satisfaction of the local board having jurisdiction of his registration card that because of his permanent removal or necessary absence it is impracticable for him to be physically examined by, or to file a claim for exemption or discharge and the affidavits in support thereof with, such local board, an order may be entered directing his physical examination and the hearing of any claim for exemption or discharge filed by or in respect of him to be made and determined by another local board to be designated in such order.

However, no such application may be filed or no such order entered until after the order in which he is liable to be called for military service is determined by the local board having jurisdiction of his registration card and until after the notice that he has been called for service has been mailed as required by section 15 hereof.

The local board designated in any such order shall thereupon take and have jurisdiction to examine him physically and such local board, and the district board having jurisdiction shall take and have jurisdiction to hear and determine claims by or in respect of such person as though his registration card were in the possession of such designated board.

However, the local board so designated and the district board having jurisdiction shall consider at all times such person as one who has been called for service by the local board having original jurisdiction, and unless such person is exempted or discharged he shall be certified to the adjutant general of the State, Territory, or District, as the case may be, in which he registered as one not exempted or discharged: Thereupon the adjutant general shall order him to report for military service at a specified time and place to be fixed pursuant to advices from The Adjutant General of the Army, and he shall be considered in all respects as having been certified as not exempted or discharged by the district board having jurisdiction of the area in which the local board having possession of his registration card is located.

SEC. 30. *Local boards may cancel one registration in case a person is registered in two jurisdictions.*—If a person is registered in two jurisdictions he may file with the local board, to which he elects to

present an application to cancel his registration, an affidavit signed by him stating that his domicile is in another jurisdiction and may apply for an order to be entered canceling his registration.

If his application and affidavit are accompanied by the affidavit of the clerk of the other local board stating that his registration card is in the possession of the local board of which the affiant is clerk, an order may be entered by the board to which such application is made canceling his registration in that jurisdiction.

## PART B.

### DISTRICT BOARDS.

SEC. 31. *Provisions of the act authorizing the President to create and establish district boards:*

SEC. 4. \* \* \* The President is hereby authorized to establish additional boards, one in each Federal judicial district of the United States, consisting of such number of citizens, not connected with the Military Establishment, as the President may determine, who shall be appointed by the President. The President is hereby authorized, in his discretion, to establish more than one such board in any Federal judicial district of the United States, or to establish one such board having jurisdiction of an area extending into more than one Federal judicial district.

Such district boards shall review, on appeal, and affirm, modify, or reverse any decision of any local board having jurisdiction in the area in which any such district board has jurisdiction, under the rules and regulations prescribed by the President. Such district boards shall have exclusive original jurisdiction within their respective areas to hear and determine all questions or claims for including or excluding or discharging persons or classes of persons from the selective draft under the provisions of this act not included within the original jurisdiction of such local boards.

The decisions of such district boards shall be final, except that, in accordance with such rules and regulations as the President may prescribe, he may affirm, modify, or reverse any such decision.

Any vacancy in any such local board or district board shall be filled by the President, and any member of any such local board or district board may be removed and another appointed in his place by the President whenever he considers that the interest of the Nation demands it.

The President shall make rules and regulations governing the organization and procedure of such local boards and district boards and providing for and governing appeals from such local boards to such district boards, and reviews of the decisions of any local board by the district board having jurisdiction, and determining and prescribing the several areas in which the respective local boards and district boards shall have jurisdiction, and all other rules and regulations necessary to carry out the terms and provisions of this section, and shall provide for the issuance of certificates of exemption, or partial or limited exemptions, and for a system to exclude and discharge individuals from selective draft.

SEC. 32. *Creation and establishment of district boards.*—There shall be, and hereby is, created and established, as authorized by the terms of said act of Congress, one or more district boards in each Federal judicial district of the United States as the President may, in his discretion, determine; one in each Territory, and one in the District of Columbia, having exclusive jurisdiction in their respective areas of all matters to be heard and determined by a district board therein in accordance with said act of Congress and the rules and



regulations prescribed by the President: *Provided, however,* That there shall be, and hereby is, created and established one district board having exclusive jurisdiction of such matters in the area contained within the limits of the city of New York, in the State of New York.

The district boards created and established in the southern district of the State of New York and the district boards created and established in the eastern district of the State of New York shall have no jurisdiction within the area lying within the limits of the city of New York.

SEC. 33. *Designation of district boards.*—District boards having jurisdiction in a Federal judicial district, including an entire State, shall be designated as the District Board for the State of ———.

In any State where there is more than one district and but one district board is established in each district, the several district boards shall be designated and known as the District Board for the ——— District of the State of ———.

Where there is more than one district board in a Federal judicial district, the respective divisions of such district shall be designated and known as Division No. 1, Division No. 2, and so on, and the several district boards therein shall be designated and known as District Board for Division No. 1, No. 2, and so on, of the ——— District of the State of ———.

District boards having jurisdiction in a Territory shall be designated as the District Board for the Territory of ———.

The district board for the District of Columbia shall be designated as the District Board for the District of Columbia.

The district board for the city of New York shall be designated and known as the District Board for the City of New York, State of New York.

All certificates, reports, and records of such district boards shall bear upon their face the proper designation as above prescribed.

SEC. 34. *The qualifications for members of district boards.*—Each district board shall consist of at least five members, and as many more as the President may in his discretion determine upon, appointed by the President, who must be citizens of the United States. No person shall be appointed or act as a member of a district board who is connected with the Military Establishment of the United States.

SEC. 35. *Power to fill vacancies in any district board.*—Section 4 of said act of Congress provides that—

Any vacancy in any such local board or district board shall be filled by the President, and any member of any such local board or district board may be removed and another appointed in his place by the President whenever he considers that the interest of the Nation demands it.



SEC. 36. *Duty of any person appointed a member of a district board to notify the President of his refusal to act or of his resignation.*—Any person appointed a member of a district board who refuses to accept such appointment, or who resigns as a member thereof, shall promptly notify by telegraph the Provost Marshal General in Washington of his refusal to accept the appointment or of his resignation. It shall be the duty of the other members of such a district board to notify the Provost Marshal General of any vacancy in the district board.

SEC. 37. *Organization of district boards.*—Upon request of the Provost Marshal General, the United States Marshal of any Federal judicial district in the State, Territory, or District wherein the district board is located shall notify the persons appointed by the President members of such district board to assemble at the time and place designated by such marshal.

No organization of a district board shall be made until at least a majority of the members appointed are present and are ready and willing to serve and shall have taken the prescribed oath.

The members of each district board shall take the following oath:

I, \_\_\_\_\_, having been appointed a member of the district board for \_\_\_\_\_ (giving exact designation of State, Territory, or division) under the terms of the act of Congress approved May 18, 1917, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office upon which I am about to enter; so help me God.

Sworn to and subscribed before me at \_\_\_\_\_, \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 191-.

A majority of each district board shall constitute a quorum for the transaction of business, and a majority of those present at any meeting may decide any question before such board for decision.

At the first meeting of the members of each district board one member of the board shall be chosen to act as chairman and one member chosen to act as secretary.

A record of the meeting at which each district board is organized shall be made on a form<sup>1</sup> prepared by the Provost Marshal General and furnished the district boards for that purpose. The record of such meeting as entered on such form must state the time and place

<sup>1</sup> Use Form No. 156.

of such meeting, the names of at least a majority of such district board, recite that they were personally present at such meeting, and recite the election of a chairman and secretary. The record of such meeting must be signed by the chairman and secretary. One copy of such record shall be retained by the district board and one copy thereof mailed to the Provost Marshal General in Washington.

The secretary of each district board shall, immediately after such organization, report by telegraph to the Provost Marshal General in Washington that the organization of the board has been completed.

Meetings of a district board, except adjourned meetings, may be held after two days' notice posted in the office of said district board and mailed to the other members of the board at their places of residence by the chairman or by the secretary. The meetings of a district board may be adjourned from time to time, and such adjourned meetings may be held without notice to the members of the board other than the notice at the time of adjournment to those present.

Provided, however, any meeting held without notice at which all members of the district board are present shall be a legal meeting of such district board.

A district board may act through committees of members of the board, but all decisions of the committees shall be submitted to a majority of the board, and if approved by the board they shall have the force and effect of decisions by the board.

District boards may make rules of procedure not inconsistent with said act of Congress or with these rules and regulations.

SEC. 38. *Jurisdiction of district boards in cases of appeal from local boards.*—Each district board shall have power to review on appeal and affirm, modify, or reverse any final decision of any local board having jurisdiction in any part of the area in which it has jurisdiction; provided, however, there has been filed with the district board a notice of the filing of a claim of appeal with the local board as provided in section 26 or in section 27 of these regulations.

The decision of the district board on any claim heard on appeal from any local board within its jurisdiction shall be final.

SEC. 39. *Jurisdiction of district boards in cases where the district board has original jurisdiction.*—Each district board shall have, in accordance with the terms of said act of Congress, exclusive original jurisdiction to hear and determine, in respect of persons whose names have been certified to it by any local board within its jurisdiction as called for service and not exempted or discharged, all questions or claims for including or excluding or discharging such

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persons arising under the following provisions of said act of Congress authorizing the President to exclude or discharge—

persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency.

SEC. 40. *Procedure of district boards.*—Each district board shall, immediately after organization, request through its secretary and receive from the adjutant general, or other representative of the State, Territory, or District within which such district board has jurisdiction, the copies of the registration cards filed with the adjutant general, or such other representative of the State, Territory, or District, by the boards of registration or by the local boards within the area in the jurisdiction of such district board. It shall become and be the duty of the adjutant general or other representative of the State, Territory, or District upon request from the secretary of a district board for such copies of the registration cards filed with him to personally deliver or forward such copies by mail or express to such district board.

As the adjutants general of the respective States, Territories, or the Commissioners of the District of Columbia, or other representatives of the States, Territories, or District designated by the governors or commissioners to act in place of the adjutant general, shall receive copies of additional cards in accordance with section 9 hereof, such copies shall be forwarded by mail or express to the proper district boards.

SEC. 41. *Procedure of district boards in cases of appeal from a local board by the person called or by some other person in respect of such person.*—In the case of a claim of appeal filed by or in respect of any person from the final decision of a local board within the jurisdiction of such district board, the district board shall, if the name of such person is on the list certified to such district board by a local board within its jurisdiction as a person called and not exempted or discharged, examine and consider the claim, affidavits, and record in respect of such person filed with such district board by the local board.

The district board may receive additional evidence in support of or in opposition to any such claim, provided such additional evidence is filed in the form of affidavits within *five* days after the receipt by such district board of the notice of filing a claim of appeal by or in respect of such person.

Within five days after the closing of proofs in any such case, the district board shall decide in favor of or against such claim and shall affirm, modify, or reverse the decision of the local board. The decision of the district board shall be final.

The district board shall thereupon notify, on a form <sup>1</sup> provided by the Provost Marshal General for that purpose, the person by whom or in respect of whom such claim of appeal was filed that the district board has affirmed, modified, or reversed, as the case may be, the decision of the local board.

If the decision of the local board is affirmed, such person shall stand as called for military service to be finally accepted as hereinafter provided.

**SEC. 42. District boards to issue certificates of exemption or discharge.**—If, in the opinion of the district board, the claim for exemption or discharge has been substantiated as required by these rules and regulations and the right to a certificate of exemption or discharge established, the district board shall issue a certificate <sup>2</sup> of exemption or discharge, as the case may require, to such person.

Each such certificate of exemption or discharge shall be on a form provided by the Provost Marshal General for that purpose, shall be signed by the chairman and secretary of the board, and shall set forth the grounds and conditions of such exemption or discharge and the duration thereof. Such certificate of exemption or discharge may be absolute, conditional, or temporary, as the case may require.

No exemption or discharge shall continue when a cause therefor no longer exists. Whenever a district board shall determine that the cause for the issuance by such district board of a certificate of exemption or discharge no longer exists, such district board shall at once revoke such certificate <sup>3</sup> and restore the name of the person to whom it was issued to the list of those called for military service to be finally accepted as hereinafter provided.

The district board shall thereupon notify <sup>4</sup> such person of its action by mail directed to the address given on his registration card and shall require the surrender of the certificate issued to such person.

It shall thereupon be the duty of such person to surrender forthwith to such district board the certificate previously issued to him.

Any certificate of exemption or discharge issued by a district board may be withdrawn, modified, or renewed by the district board if, in the opinion of such district board, the circumstances of the case require that the certificate should be withdrawn, modified, or renewed.

Certificates shall require by their terms any person exempted or discharged conditionally or for a limited time to report, and it shall be the duty of such person to report, to the local board that called such person for service, and to notify the district board that issued the certificate, immediately upon the expiration of the time specified or

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<sup>1</sup> Use Form No. 157 or No. 153.

<sup>2</sup> Use Form No. 159 or 159a.

<sup>3</sup> Use Form No. 169.

<sup>4</sup> Use Form No. 170.



whenever the conditions entitling such person to a certificate cease to exist.

If any such person so reports to a local board, it shall thereupon be the duty of such local board to certify his name to the district board issuing the certificate as one called for service and not exempted or discharged, and it shall be the duty of such district board to restore the name of such person to the list of those called for military service to be finally accepted as hereinafter provided.

No certificate of discharge shall be conditional on the person to whom it is issued entering into or continuing in the employment of any designated employer, but may be conditional on a person engaging in or continuing in some particular class of employment.

Each certificate shall contain reference to the penalty clause of said act of Congress and also to the appropriate provisions of the Criminal Code of the United States setting forth the penalty incurred for failure to obey any provision of said act of Congress.

Each local board shall give the same force and effect, whenever called upon to assist in enforcing the decision of the district board having jurisdiction in the case of an appeal, to the decision of the district board as though the decision were made by the local board and no appeal had been taken therefrom.

SEC. 43. *Procedure of district boards in cases appealed from a local board to a district board by the Provost Marshal General.*—In the case of an appeal authorized by the Provost Marshal General from the decision of any local board to the district board having jurisdiction the district board shall, if the name of the person is on the list certified by a local board within its jurisdiction as one called for service by such local board and exempted or discharged, examine and consider the claim, proof, and record in respect of such person filed with such district board by the local board.

Such district board may receive additional evidence in the form of affidavits filed in support of or in opposition to any such claim as in the case of an appeal filed by or in respect of a person called for service as hereinbefore provided.

If additional affidavits are filed with the district board in opposition to any such claim, one copy of each affidavit shall be furnished by the person filing the same, and shall be mailed by the secretary of the district board to the person called or to the person filing a claim for exemption or discharge in behalf of such person, directed to the address of such person given on his registration card or to the address of such other person given on the claim of appeal so filed.

Five days' time after mailing such copies shall be given for further affidavits to be filed in support of the claim.

The district board shall thereupon decide in favor of or against, such claim and may affirm, modify, or reverse the decision of the local board. The decision of the district board in respect of any such claim shall be final.

The district board shall thereupon advise, on a form<sup>1</sup> provided by the Provost Marshal General for that purpose, the local board having jurisdiction that the district board has affirmed, modified, or reversed, as the case may be, the decision of such local board in respect of such person. Thereupon the local board shall give the same force and effect to the decision of the district board as though the decision had been made by the local board and no appeal had been taken therefrom.

If the district board reverses the decision of the local board in any such case, the person by or in respect of whom the claim for exemption or discharge was originally filed with the local board shall stand in all respects as though his name had been certified to such district board as one called for service by the local board and not exempted or discharged.

*SEC. 44. Procedure of district boards in cases where a district board has exclusive original jurisdiction under the terms of said act of Congress.*—District boards have exclusive original jurisdiction, in respect of any person whose name has been certified to a district board as called by a local board within its jurisdiction and who has not been exempted or discharged, to hear and determine all questions or claims for including or excluding or discharging any such person arising under the following provision of said act of Congress authorizing the President to exclude or discharge—

persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency.

A claim for discharge under this provision of said act of Congress may be filed with a district board by, or in respect of, any person whose name has been certified to the district board by a local board within the jurisdiction of such district board as one called for service by such local board and not exempted or discharged.

Any such claim<sup>2</sup> for discharge must be filed with the district board on a form provided by the Provost Marshal General and supplied by district boards and local boards for that purpose on or before the *fifth* day after the mailing by a local board of notice to such person that his name has been certified to such district board as called for service and not exempted or discharged.

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<sup>1</sup> Use Form No. 160.

<sup>2</sup> Use Form No. 161 or 161(a).



*The statement on the registration card of any such person that exemption or discharge is claimed shall not be construed or considered as the presentation of a claim for discharge.*

Such a claim may be filed by or in respect of any such person on any of the following grounds:

1. That he is actually engaged in a particular, designated, industrial enterprise, or in a particular, designated, agricultural enterprise necessary to the maintenance of the Military Establishment; that his continuance therein is necessary to the maintenance thereof, and that he can not be replaced by another person without direct substantial material loss and detriment to the adequate and effective operation of the enterprise in which he is engaged.

2. That he is actually engaged in a particular, designated, industrial enterprise, or in a particular, designated, agricultural enterprise necessary to the effective operation of the military forces; that his continuance therein is necessary to the maintenance thereof, and that he can not be replaced by another person without direct substantial material loss and detriment to the adequate and effective operation of the enterprise in which he is engaged.

3. That he is actually engaged in a particular, designated, industrial enterprise, or in a particular, designated, agricultural enterprise necessary to the maintenance of national interest during the emergency; that his continuance therein is necessary to the maintenance thereof, and that he can not be replaced by another person without direct substantial material loss and detriment to the adequate and effective operation of the enterprise in which he is engaged.

The word "necessary" as used in said act of Congress shall be construed and held to mean that the discontinuance of, or serious interruption in, the particular, designated, industrial enterprise, or the particular, designated, agricultural enterprise in which the person is engaged would result in substantial material loss and detriment to the adequate and effective maintenance of the Military Establishment, or the adequate and effective operation of the military forces, or the maintenance of national interest during the emergency.

The word "necessary" as used in the phrase "that his continuance therein is necessary to the maintenance thereof" in these regulations shall be construed and held to mean that the withdrawal of the labor or service of such person would directly result in substantial material loss and detriment to the adequate and effective operation of the particular, designated, industrial enterprise or particular, designated, agricultural enterprise in which such person is engaged.

Affidavits in support of or in opposition to any such claim shall be filed within five days after the filing of a claim for discharge by or in respect of any such person.

The words of the act "persons engaged in industries, including agriculture," shall not be construed and held to mean that a person engaged in a particular industrial enterprise or particular agricultural enterprise is entitled to be discharged by reason of the fact that such class of industry, taken as a whole, or agriculture, taken in its entirety, is necessary to the maintenance of the Military Establishment, or the effective operation of the military forces or the maintenance of national interest during the emergency.

In order to substantiate any such claim the evidence submitted must establish that the particular, designated, industrial enterprise or particular, designated, agricultural enterprise is necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency.

The evidence must also establish, even if the particular industrial enterprise or particular agricultural enterprise is found necessary for one of the above purposes, that the continuance of such person therein is necessary to the maintenance thereof, and that he can not be replaced by another person without direct substantial material loss and detriment to the adequate and effective operation of the particular industrial enterprise or particular agricultural enterprise in which he is engaged.

In order to assist in securing uniformity in decision and practice of district boards and to provide for cooperation and coordination between the necessities of the Military Establishment, the military forces and national interest, and the industries, including agricultural, found to be *necessary* to the maintenance of the Military Establishment or the effective operation of the military forces or the maintenance of national interest during the war, the President may, however, in his discretion, from time to time ascertain and determine which industries, including any agricultural industries, or classes of industries, including agricultural industries, are *necessary* for the purposes specified in said act of Congress, and may certify to the respective district boards, with the force and effect of regulations prescribed by the President in accordance with the terms of said act of Congress, that a designated industry, including any agricultural industry or a designated class of industrial or agricultural enterprises is or are necessary for one of the purposes specified in said act of Congress.

In the event that any industrial enterprise or agricultural enterprise is included among those so certified, the evidence submitted to the district board must nevertheless establish the facts that the continuance therein of the person, by whom or in respect of whom the claim is made, is necessary to the maintenance thereof, and that he can not be replaced by another person without direct substantial



material loss and detriment to the adequate and effective operation of the particular industrial enterprise or particular agricultural enterprise in which he is engaged.

It shall be the duty of each district board to ascertain by its own methods the existing conditions in industries that may be claimed to be *necessary* within the meaning of the act of Congress and these regulations and the agricultural conditions as a whole within its jurisdiction, as they may be affected by the drafting into the military service of the men called by the respective local boards within its jurisdiction.

It shall also be the duty of each district board to ascertain as near as may be the labor supply available for such *necessary* industries and for agriculture outside of the men called for military service; and to take into consideration all such facts in determining such claims, and the effect of the efforts of governmental agencies to mobilize and to make such labor more efficient.

If, in the opinion of the district board, the direct substantial material loss to any such industrial or agricultural enterprise outweighs the loss that would result from the failure to obtain the military service of any such person, a certificate of discharge may be issued to him subject to the conditions of section 45 hereof.

Within five days after the closing of proofs in any such case, the district board shall decide in favor of or against any such claim.

SEC. 45. *District boards to issue certificates of discharge in cases where it has original jurisdiction.*—If in the opinion of the district board having jurisdiction the claim by or in respect of such person is substantiated and the right to a certificate of discharge established such district board shall issue a certificate of discharge to such person.

Each such certificate of discharge shall be on a form<sup>1</sup> provided by the Provost Marshal General for that purpose, shall be signed by the chairman and secretary of the board, and shall set forth the grounds and conditions of the discharge and the duration thereof. Such certificate may be absolute, conditional, or temporary, as the case may require.

No discharge shall continue when a cause therefor no longer exists. Whenever a district board shall determine that the cause for the issuance by such district board of a certificate of discharge no longer exists, such district board shall at once revoke<sup>2</sup> such certificate of discharge and restore the name of the person to whom it was issued to the list of those called for military service to be finally accepted as hereinafter provided.

Such district board shall thereupon notify<sup>3</sup> such person of its action by mail, directed to the address given on his registration

<sup>1</sup> Use Form No. 162.

<sup>2</sup> Use Form No. 171.

<sup>3</sup> Use Form No. 172.

card, and shall require the surrender of the certificate of discharge issued to such person.

It shall thereupon be the duty of such person to surrender forthwith to such district board the certificate of discharge previously issued to him.

Any certificate of discharge issued by a district board may be withdrawn, modified, or renewed by the district board if, in the opinion of such district board, the circumstances of the case require that the certificate of discharge should be withdrawn, modified, or renewed.

Certificates of discharge shall require by their terms any person discharged conditionally or for a limited time to report, and it shall be the duty of such person to report, to the local board that called such person for service and to notify the district board that issued the certificate, immediately upon the expiration of the time specified, or whenever the conditions entitling such person to a certificate of discharge cease to exist.

If any such person so reports to a local board, it shall thereupon be the duty of such local board to certify his name to the district board issuing the certificate of discharge as one called for service and not exempted or discharged, and it shall be the duty of such district board to restore the name of such person to the list of those called for military service to be finally accepted as hereinafter provided.

No certificate of discharge shall be conditional on the person to whom it is issued entering in or continuing in the employment of any designated employer, but may be conditional on a person engaging in or continuing in some particular class of employment.

Each certificate of discharge shall contain reference to the penalty clause of said act of Congress and also to the appropriate provisions of the Criminal Code of the United States setting forth the penalty incurred for failure to obey any provision of said act of Congress.

SEC. 46. *Provisions of the act authorizing the President to affirm, modify, or reverse any decision of a district board.*

SEC. 4. \* \* \* The decisions of such district boards shall be final except that, in accordance with such rules and regulations as the President may prescribe, he may affirm, modify, or reverse any such decision.

SEC. 47. *Appeals from a final decision of a district board in cases in which a district board has exclusive original jurisdiction.*—An appeal from a final decision of any district board may be taken to the President by or in respect of any person by whom or in respect of whom a claim of discharge was originally filed with such district board, provided a claim of appeal on a form<sup>1</sup> provided for that purpose by the Provost Marshal General and furnished by district boards and local boards, shall be filed by such person, or by the

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<sup>1</sup> Use Form No. 163.



person who filed a claim of discharge in respect of such person, with such district board, within *seven* days after such district board shall have mailed notice<sup>1</sup> to such person or to the person filing a claim in respect of such person of the final decision denying such claim.

Upon the claim of appeal being filed with the district board having jurisdiction it shall thereupon become the duty of such district board to certify the entire record in respect of such claim to the President, who may, under rules and regulations to be hereafter prescribed, affirm, modify, or reverse any such decision.

The filing of any such claim of appeal shall not, except in cases wherein it is otherwise ordered by the district board having jurisdiction, prevent any such person being accepted and ordered into the military service pending such appeal.

SEC. 48. *District boards to certify to the adjutant general of the State, Territory, or District of Columbia the names of persons called and not exempted or discharged.*—Each district board shall certify in quadruplicate on forms<sup>2</sup> provided by the Provost Marshal General for that purpose, to the adjutant general of the State, Territory, or District of Columbia, as the case may be, the serial numbers, names, and detailed addresses of all persons called by local boards within the jurisdiction of such district board who have not been exempted or discharged; separate certificates shall be made in respect of the men called by each of the several local boards. Upon receipt of such certificates the adjutant general shall by mail directed to the detailed addresses shown in the certificates notify each man whose name has been so certified that he has been selected for military service and shall order him to report for military service in person at a specified time and place, to be fixed pursuant to advices from The Adjutant General of the Army. From the time so specified each man to whom such notice shall have been so mailed shall be in the military service of the United States.

The adjutant general of the State, Territory, or District shall note upon all copies of each certificate the date upon which the prescribed notice was mailed to each man named therein and the date, and place at which, such man was ordered to report for military service; shall place one copy of such certificate on file in his office, send one copy to the local board by which each man named in the certificate was called, send one copy to the Provost Marshal General, and send one copy to The Adjutant General of the Army or to such other officer as may be designated by The Adjutant General of the Army.

Immediately upon receipt of any such certificate the local board shall post an authenticated copy thereof in its office in a place

<sup>1</sup> Use Form No. 173.

<sup>2</sup> Use Form No. 164.

accessible to the public view and make an authenticated copy accessible to the press with a request for publication.

In any State or Territory in which there is no adjutant general, the above described duties of the adjutant general shall be performed by the governor.

Detailed regulations governing the last step of the execution of the law—the assembling of selected persons and the posting of them to the colors—will be prescribed hereafter.

SEC. 49. *Members of local boards and district boards disqualified to act on certain claims.*—No member of a local board or district board shall participate in the hearing or decision of any claim for exemption or discharge filed by or in respect of any person who is related to such member either by blood or by marriage nearer than a second cousin.

SEC. 50. *District boards may in certain cases extend time to file claims and affidavits.*—A district board may allow a claim for exemption or discharge to be filed, or affidavits in support thereof to be filed, after the expiration of the designated time within which such claim or such affidavits may be filed, provided it is shown to the satisfaction of the district board having jurisdiction that the failure to file such claim or affidavits within the designated time arose because of the necessary absence of the claimant or because the illness of the claimant prevented the filing of such claim or such affidavits, or for any other cause or reason which appears to the district board to afford a reasonable ground for allowing the claim or affidavits to be filed.

SEC. 51. *Effect of any act to be done falling on Sunday or on a holiday.*—Whenever the day upon which any claim, affidavit, notice, or other necessary paper, or appearance for physical examination is required by these rules and regulations to be filed or mailed or made falls upon a Sunday or a legal holiday, in accordance with the laws of the United States, or the laws of the State or Territory in whose jurisdiction the local or district board having jurisdiction is located, such claim, affidavit, notice, or other paper, or such appearance shall be filed or mailed or made on the next secular day following that is not such a holiday.

SEC. 52. *Requirements in respect to signing and giving notices, certificates, or other papers by local and district boards.*—All notices, certificates, or other papers required to be signed and given, delivered, posted, or mailed by a local or district board by these rules and regulations shall, unless otherwise provided by these rules and regulations, be signed by the chairman and clerk of a local board, or chairman and secretary of a district board, and given, delivered, printed, or mailed by the clerk or secretary of the board, as the case may be. However, all certificates relating to the physical qualifications or disqualifications for military service of any person called shall also be signed by the physician or physicians who examined the person.



## APPENDIX.

For the convenience of reference by members of boards, and in order that they may be in a position to advise all persons within the purview of the law of their duties and obligations thereunder, or to admonish them, in case of necessity, of the penalties attaching to failure or neglect to perform their duties and to attempts to defeat the administration of the law, there is printed below the selective service act, approved May 18, 1917, and sections 37, 125, and 332 of the Criminal Code of the United States.

Members of boards are urged thoroughly to familiarize themselves with the statute and to inform themselves of the provisions of such sections of the Criminal Code of the United States.

### I. SELECTIVE SERVICE LAW.

AN ACT To authorize the President to increase temporarily the Military Establishment of the United States.

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,* That in view of the existing emergency, which demands the raising of troops in addition to those now available, the President be, and he is hereby, authorized—

First. Immediately to raise, organize, officer, and equip all or such number of increments of the Regular Army provided by the national defense Act approved June third, nineteen hundred and sixteen, or such parts thereof as he may deem necessary; to raise all organizations of the Regular Army, including those added by such increments, to the maximum enlisted strength authorized by law. Vacancies in the Regular Army created or caused by the addition of increments as herein authorized which can not be filled by promotion may be filled by temporary appointment for the period of the emergency or until replaced by permanent appointments or by provisional appointments made under the provisions of section twenty-three of the national defense Act, approved June third, nineteen hundred and sixteen, and hereafter provisional appointments under said section may be terminated whenever it is determined, in the manner prescribed by the President, that the officer has not the suitability and fitness requisite for permanent appointment.

Second. To draft into the military service of the United States, organize, and officer, in accordance with the provisions of section one hundred and eleven of said national defense Act, so far as the provisions of said section may be applicable and not inconsistent with the terms of this Act, any or all members of the National Guard and of the National Guard Reserves, and said members so drafted into the military service of the United States shall serve therein for the period of the existing emergency unless sooner discharged: *Provided*, That when so drafted, the organizations or units of the National Guard shall, so far as practicable, retain the State designations of their respective organizations.

Third. To raise by draft as herein provided, organize and equip an additional force of five hundred thousand enlisted men, or such part or parts thereof as he may at any time deem necessary, and to provide the necessary officers, line and staff, for said force and for organizations of the other forces hereby authorized, or by combining organizations of said other forces, by ordering members of the Officers' Reserve Corps to temporary duty in accordance with the provisions of section thirty-eight of the national defense Act approved June third, nineteen hundred and sixteen; by appointment from the Regular Army, the Officers' Reserve Corps, from those duly qualified and registered pursuant to section twenty-three of the Act of Congress approved January twenty-first, nineteen hundred and three (Thirty-second Statutes at Large, page seven hundred and seventy-five), from the members of the National Guard drafted into the service of the United States, from those who have been graduated from educational institutions at which military instruction is compulsory, or from those who have had honorable service in the Regular Army, the National Guard, or in the volunteer forces, or from the country at large; by assigning retired officers of the Regular Army to active duty with such force with their rank on the retired list and the full pay and allowances of their grade; or by the appointment of retired officers and enlisted men, active or retired, of the Regular Army as commissioned officers in such forces: *Provided*, That the organization of said force shall be the same as that of the corresponding organizations of the Regular Army: *Provided further*, That the President is authorized to increase or decrease the number of organizations prescribed for the typical brigades, divisions, or army corps of the Regular Army, and to prescribe such new and different organizations and personnel for army corps, divisions, brigades, regiments, battalions, squadrons, companies, troops, and batteries as the efficiency of the service may require: *Provided further*, That the number of organizations in a regiment shall not be increased nor shall the number of regiments be decreased: *Provided further*, That the President in his discretion may organize, officer, and equip for each Infantry and Cavalry brigade three machine-gun companies, and for each Infantry and Cavalry division four machine-gun companies, all in addition to the machine-gun companies comprised in organizations included in such brigades and divisions: *Provided further*, That the President in his discretion may organize for each division one armored motor-car machine-gun company. The machine-gun companies organized under this section shall consist of such commissioned and enlisted personnel and be equipped in such manner as the President may prescribe: *And provided further*, That officers with rank not above that of colonel shall be appointed by the President alone, and officers above that grade by the President by and with the advice and consent of the Senate: *Provided further*, That the President may in his discretion recommission in the Coast Guard persons who have heretofore held commissions in the Revenue-Cutter Service or the Coast Guard and have left the service honorably, after ascertaining that they are qualified for service physically, morally, and as to age and military fitness.

Fourth. The President is further authorized, in his discretion and at such time as he may determine, to raise and begin the training of an additional force of five hundred thousand men organized, officered, and equipped, as provided for the force first mentioned in the preceding paragraph of this section.

Fifth. To raise by draft, organize, equip, and officer, as provided in the third paragraph of this section, in addition to and for each of the above forces, such recruit training units as he may deem necessary for the maintenance of such forces at the maximum strength.

Sixth. To raise, organize, officer, and maintain during the emergency such number of ammunition batteries and battalions, depot batteries and battalions,



and such artillery parks, with such numbers and grades of personnel as he may deem necessary. Such organizations shall be officered in the manner provided in the third paragraph of this section, and enlisted men may be assigned to said organizations from any of the forces herein provided for or raised by selective draft as by this Act provided.

Seventh. The President is further authorized to raise and maintain by voluntary enlistment, to organize, and equip, not to exceed four infantry divisions, the officers of which shall be selected in the manner provided by paragraph three of section one of this Act: *Provided*, That the organization of said force shall be the same as that of the corresponding organization of the Regular Army: *And provided further*, That there shall be no enlistments in said force of men under twenty-five years of age at time of enlisting: *And provided further*, That no such volunteer force shall be accepted in any unit smaller than a division.

SEC. 2. That the enlisted men required to raise and maintain the organizations of the Regular Army and to complete and maintain the organizations embodying the members of the National Guard drafted into the service of the United States, at the maximum legal strength as by this Act provided, shall be raised by voluntary enlistment, or if and whenever the President decides that they can not effectually be so raised or maintained, then by selective draft; and all other forces hereby authorized, except as provided in the seventh paragraph of section one, shall be raised and maintained by selective draft exclusively; but this provision shall not prevent the transfer to any force of training cadres from other forces. Such draft as herein provided shall be based upon liability to military service of all male citizens, or male persons not alien enemies who have declared their intention to become citizens, between the ages of twenty-one and thirty years, both inclusive, and shall take place and be maintained under such regulations as the President may prescribe not inconsistent with the terms of this Act. Quotas for the several States, Territories, and the District of Columbia, or subdivisions thereof, shall be determined in proportion to the population thereof, and credit shall be given to any State, Territory, District, or subdivision thereof, for the number of men who were in the military service of the United States as members of the National Guard on April first, nineteen hundred and seventeen, or who have since said date entered the military service of the United States from any such State, Territory, District, or subdivision, either as members of the Regular Army or the National Guard. All persons drafted into the service of the United States and all officers accepting commissions in the forces herein provided for shall, from the date of said draft or acceptance, be subject to the laws and regulations governing the Regular Army, except as to promotions, so far as such laws and regulations are applicable to persons whose permanent retention in the military service on the active or retired list is not contemplated by existing law, and those drafted shall be required to serve for the period of the existing emergency unless sooner discharged: *Provided*, That the President is authorized to raise and maintain by voluntary enlistment or draft, as herein provided, special and technical troops as he may deem necessary, and to embody them into organizations and to officer them as provided in the third paragraph of section one and section nine of this Act. Organizations of the forces herein provided for, except the Regular Army and the divisions authorized in the seventh paragraph of section one, shall, as far as the interests of the service permit, be composed of men who come, and of officers who are appointed from, the same State or locality.

SEC. 3. No bounty shall be paid to induce any person to enlist in the military service of the United States; and no person liable to military service shall hereafter be permitted or allowed to furnish a substitute for such service; nor

shall any substitute be received, enlisted, or enrolled in the military service of the United States; and no such person shall be permitted to escape such service or to be discharged therefrom prior to the expiration of his term of service by the payment of money or any other valuable thing whatsoever as consideration for his release from military service or liability thereto.

SEC. 4. That the Vice President of the United States, the officers, legislative, executive, and judicial, of the United States and of the several States, Territories, and the District of Columbia, regular or duly ordained ministers of religion, students who at the time of the approval of this Act are preparing for the ministry in recognized theological or divinity schools, and all persons in the military and naval service of the United States shall be exempt from the selective draft herein prescribed; and nothing in this Act contained shall be construed to require or compel any person to serve in any of the forces herein provided for who is found to be a member of any well-recognized religious sect or organization at present organized and existing and whose existing creed or principles forbid its members to participate in war in any form and whose religious convictions are against war or participation therein in accordance with the creed or principles of said religious organizations, but no person so exempted shall be exempted from service in any capacity that the President shall declare to be noncombatant; and the President is hereby authorized to exclude or discharge from said selective draft and from the draft under the second paragraph of section one hereof, or to draft for partial military service only from those liable to draft as in this Act provided, persons of the following classes: County and municipal officials; customhouse clerks; persons employed by the United States in the transmission of the mail; artificers and workmen employed in the armories, arsenals, and navy yards of the United States, and such other persons employed in the service of the United States as the President may designate; pilots; mariners actually employed in the sea service of any citizen or merchant within the United States; persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment or the effective operation of the military forces or the maintenance of national interest during the emergency; those in a status with respect to persons dependent upon them for support which renders their exclusion or discharge advisable; and those found to be physically or morally deficient. No exemption or exclusion shall continue when a cause therefor no longer exists: *Provided*, That notwithstanding the exemptions enumerated herein, each State, Territory, and the District of Columbia shall be required to supply its quota in the proportion that its population bears to the total population of the United States.

The President is hereby authorized, in his discretion, to create and establish throughout the several States and subdivisions thereof and in the Territories and the District of Columbia local boards, and where, in his discretion, practicable and desirable, there shall be created and established one such local board in each county or similar subdivision in each State, and one for approximately each thirty thousand of population in each city of thirty thousand population or over, according to the last census taken or estimates furnished by the Bureau of Census of the Department of Commerce. Such boards shall be appointed by the President, and shall consist of three or more members, none of whom shall be connected with the Military Establishment, to be chosen from among the local authorities of such subdivisions or from other citizens residing in the subdivision or area in which the respective boards will have jurisdiction under the rules and regulations prescribed by the President. Such boards shall have power within their respective jurisdictions to hear and determine, subject to review as hereinafter provided, all questions of exemption under this Act, and



all questions of or claims for including or discharging individuals or classes of individuals from the selective draft, which shall be made under rules and regulations prescribed by the President, except any and every question or claim for including or excluding or discharging persons or classes of persons from the selective draft under the provisions of this Act authorizing the President to exclude or discharge from the selective draft "Persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency."

The President is hereby authorized to establish additional boards, one in each Federal judicial district of the United States, consisting of such number of citizens, not connected with the Military Establishment, as the President may determine, who shall be appointed by the President. The President is hereby authorized, in his discretion, to establish more than one such board in any Federal judicial district of the United States, or to establish one such board having jurisdiction of an area extending into more than one Federal judicial district.

Such district boards shall review on appeal and affirm, modify, or reverse any decision of any local board having jurisdiction in the area in which any such district board has jurisdiction under the rules and regulations prescribed by the President. Such district boards shall have exclusive original jurisdiction within their respective areas to hear and determine all questions or claims for including or excluding or discharging persons or classes of persons from the selective draft, under the provisions of this Act, not included within the original jurisdiction of such local boards.

The decisions of such district boards shall be final except that, in accordance with such rules and regulations as the President may prescribe, he may affirm, modify or reverse any such decision.

Any vacancy in any such local board or district board shall be filled by the President, and any member of any such local board or district board may be removed and another appointed in his place by the President, whenever he considers that the interest of the nation demands it.

The President shall make rules and regulations governing the organization and procedure of such local boards and district boards, and providing for and governing appeals from such local boards to such district boards, and reviews of the decisions of any local board by the district board having jurisdiction, and determining and prescribing the several areas in which the respective local boards and district boards shall have jurisdiction, and all other rules and regulations necessary to carry out the terms and provisions of this section, and shall provide for the issuance of certificates of exemption, or partial or limited exemptions, and for a system to exclude and discharge individuals from selective draft.

SEC. 5. That all male persons between the ages of twenty-one and thirty, both inclusive, shall be subject to registration in accordance with regulations to be prescribed by the President; and upon proclamation by the President or other public notice given by him or by his direction stating the time and place of such registration it shall be the duty of all persons of the designated ages, except officers and enlisted men of the Regular Army, the Navy, and the National Guard and Naval Militia while in the service of the United States, to present themselves for and submit to registration under the provisions of this Act; and every such person shall be deemed to have notice of the requirements of this Act upon the publication of said proclamation or other notice as aforesaid given by the President or by his direction; and any person who shall willfully fail or refuse to present himself for registration or to submit

thereto as herein provided, shall be guilty of a misdemeanor and shall, upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, and shall thereupon be duly registered: *Provided*, That in the call of the docket precedence shall be given, in courts trying the same, to the trial of criminal proceedings under this Act: *Provided further*, That persons shall be subject to registration as herein provided who shall have attained their twenty-first birthday and who shall not have attained their thirty-first birthday on or before the day set for the registration, and all persons so registered shall be and remain subject to draft into the forces hereby authorized, unless exempted or excused therefrom as in this Act provided: *Provided further*, That in the case of temporary absence from actual place of legal residence of any person liable to registration as provided herein such registration may be made by mail under regulations to be prescribed by the President.

SEC. 6. That the President is hereby authorized to utilize the service of any or all departments and any or all officers or agents of the United States and of the several States, Territories, and the District of Columbia, and subdivisions thereof, in the execution of this Act, and all officers and agents of the United States and of the several States, Territories, and subdivisions thereof, and of the District of Columbia, and all persons designated or appointed under regulations prescribed by the President whether such appointments are made by the President himself or by the governor or other officer of any State or Territory to perform any duty in the execution of this Act, are hereby required to perform such duty as the President shall order or direct, and all such officers and agents and persons so designated or appointed shall hereby have full authority for all acts done by them in the execution of this Act by the direction of the President. Correspondence in the execution of this Act may be carried in penalty envelopes bearing the frank of the War Department. Any person charged as herein provided with the duty of carrying into effect any of the provisions of this Act or the regulations made or directions given thereunder who shall fail or neglect to perform such duty; and any person charged with such duty or having and exercising any authority under said Act, regulations, or directions, who shall knowingly make or be a party to the making of any false or incorrect registration, physical examination, exemption, enlistment, enrollment, or muster; and any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this Act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this Act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this Act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct.

SEC. 7. That the qualifications and conditions for voluntary enlistment as herein provided shall be the same as those prescribed by existing law for enlistments in the Regular Army, except that recruits must be between the ages of eighteen and forty years, both inclusive, at the time of their enlistment; and such enlistments shall be for the period of the emergency unless sooner discharged. All enlistments, including those in the Regular Army Reserve, which are in force on the date of the approval of this Act and which would terminate during the emergency shall continue in force during the emergency unless sooner discharged; but nothing herein contained shall be



construed to shorten the period of any existing enlistment: *Provided*, That all persons enlisted or drafted under any of the provisions of this Act shall as far as practicable be grouped into units by States and the political subdivisions of the same; *Provided further*, That all persons who have enlisted since April first, nineteen hundred and seventeen, either in the Regular Army or in the National Guard, and all persons who have enlisted in the National Guard since June third, nineteen hundred and sixteen, upon their application, shall be discharged upon the termination of the existing emergency.

The President may provide for the discharge of any or all enlisted men whose status with respect to dependents renders such discharge advisable; and he may also authorize the employment on any active duty of retired enlisted men of the Regular Army, either with their rank on the retired list or in higher enlisted grades, and such retired enlisted men shall receive the full pay and allowances of the grades in which they are actively employed.

SEC. 8. That the President, by and with the advice and consent of the Senate, is authorized to appoint for the period of the existing emergency such general officers of appropriate grades as may be necessary for duty with brigades, divisions, and higher units in which the forces provided for herein may be organized by the President, and general officers of appropriate grade for the several Coast Artillery districts. In so far as such appointments may be made from any of the forces herein provided for, the appointees may be selected irrespective of the grades held by them in such forces. Vacancies in all grades in the Regular Army resulting from the appointment of officers thereof to higher grades in the forces other than the Regular Army herein provided for shall be filled by temporary promotions and appointments in the manner prescribed for filling temporary vacancies by section one hundred and fourteen of the national defense Act approved June third, nineteen hundred and sixteen; and officers appointed under the provisions of this Act to higher grades in the forces other than the Regular Army herein provided for shall not vacate their permanent commissions nor be prejudiced in their relative or lineal standing in the Regular Army.

SEC. 9. That the appointments authorized and made as provided by the second, third, fourth, fifth, sixth, and seventh paragraphs of section one and by section eight of this Act, and the temporary appointments in the Regular Army authorized by the first paragraph of section one of this Act, shall be for the period of the emergency, unless sooner terminated by discharge or otherwise. The President is hereby authorized to discharge any officer from the office held by him under such appointment for any cause which, in the judgment of the President, would promote the public service; and the general commanding any division and higher tactical organization or territorial department is authorized to appoint from time to time military boards of not less than three nor more than five officers of the forces herein provided for to examine into and report upon the capacity, qualification, conduct, and efficiency of any commissioned officer within his command other than officers of the Regular Army holding permanent or provisional commissions therein. Each member of such board shall be superior in rank to the officer whose qualifications are to be inquired into, and if the report of such board be adverse to the continuance of any such officer and be approved by the President, such officer shall be discharged from the service at the discretion of the President with one month's pay and allowances.

SEC. 10. That all officers and enlisted men of the forces herein provided for other than the Regular Army shall be in all respects on the same footing as to pay, allowances, and pensions as officers and enlisted men of corresponding grades and length of service in the Regular Army; and commencing June one,

nineteen hundred and seventeen, and continuing until the termination of the emergency, all enlisted men of the Army of the United States in active service whose base pay does not exceed \$21 per month shall receive an increase of \$15 per month; those whose base pay is \$24, an increase of \$12 per month; those whose base pay is \$30, \$36, or \$40, an increase of \$8 per month; and those whose base pay is \$45 or more, an increase of \$6 per month: *Provided*, That the increases of pay herein authorized shall not enter into the computation of the continuous-service pay.

SEC. 11. That all existing restrictions upon the detail, detachment, and employment of officers and enlisted men of the Regular Army are hereby suspended for the period of the present emergency.

SEC. 12. That the President of the United States, as Commander in Chief of the Army, is authorized to make such regulations governing the prohibition of alcoholic liquors in or near military camps and to the officers and enlisted men of the Army as he may from time to time deem necessary or advisable: *Provided*, That no person, corporation, partnership, or association shall sell, supply, or have in his or its possession any intoxicating or spirituous liquors at any military station, cantonment, camp, fort, post, officers' or enlisted men's club, which is being used at the time for military purposes under this Act, but the Secretary of War may make regulations permitting the sale and use of intoxicating liquors for medicinal purposes. It shall be unlawful to sell any intoxicating liquor, including beer, ale, or wine, to any officer or member of the military forces while in uniform, except as herein provided. Any person, corporation, partnership, or association violating the provisions of this section or the regulations made thereunder shall, unless otherwise punishable under the Articles of War, be deemed guilty of a misdemeanor and be punished by a fine of not more than \$1,000 or imprisonment for not more than twelve months, or both.

SEC. 13. That the Secretary of War is hereby authorized, empowered, and directed during the present war to do everything by him deemed necessary to suppress and prevent the keeping or setting up of houses of ill fame, brothels, or bawdy houses within such distance as he may deem needful of any military camp, station, fort, post, cantonment, training, or mobilization place, and any person, corporation, partnership, or association receiving or permitting to be received for immoral purposes any person into any place, structure, or building used for the purpose of lewdness, assignation, or prostitution within such distance of said places as may be designated, or shall permit any such person to remain for immoral purposes in any such place, structure, or building as aforesaid, or who shall violate any order, rule, or regulation issued to carry out the object and purpose of this section shall, unless otherwise punishable under the Articles of War, be deemed guilty of a misdemeanor and be punished by a fine of not more than \$1,000, or imprisonment for not more than twelve months, or both.

SEC. 14. That all laws and parts of laws in conflict with the provisions of this Act are hereby suspended during the period of this emergency.

Approved, May 18, 1917.



## II. SECTIONS 37, 125, AND 332, CRIMINAL CODE OF THE UNITED STATES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and, upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission is a principal. (Sec. 332, Criminal Code of United States.)



## INDEX TO REGULATIONS.

[References are to sections.]

### Adjutants general, State:

- Delivery of copies of registration cards to district boards, 40.
- Duties to be performed by governor in absence, 48.
- Notification of persons selected, 48.

### Alien enemies:

- Postponement of physical examination, 16.

### Appeals to district boards:

- Government, 27.
- Government, procedure before district board, 43.
- Individual, 26.
- Individual, procedure before district board, 41.
- Jurisdiction of board, 38.

### Appeals to President:

- Law authorizing, 46.
- Procedure, 47.

### Boards, district:

- Appeals to President, 47.
- Certification of persons called and not exempted, 48.
- Composition, 34.
- Designation, 33.
- Duties in connection with industrial and agricultural discharges, 44.
- Establishment, 32.
- Jurisdiction, appellate, 38.
- Jurisdiction, original, 39.
- Law establishing, 31.
- Meetings, 37.
- Not to hear cases concerning relatives, 49.
- Oath, 37.
- Organization, 37.
- Procedure on Government appeals, 43.
- Procedure on individual appeals, 41.
- Procedure under original jurisdiction, 44.
- Qualifications, 34.
- Records open to inspection, 27.
- Refusal to accept appointment, 36.
- Registration cards, copies, custody of, 40.
- Resignations, 36.
- Rules of procedure, 37.
- Time limit for decisions on appeals, 41.
- Vacancies, law governing filling, 35.

### Boards, local:

- Appeals to district boards, 26, 27.
- Certifications to district boards, 24.
- Cities, 2 (c).
- Composition, 4.



**Boards, local—Continued.**

- County, 2 (a).
- Designation, 3.
- Examination of registration cards, 8.
- Executive officer, 7.
- Filing system, 24.
- Jurisdiction, 2.
- Law authorizing hearing of exemptions, 17.
- Law establishing, 1.
- Meetings, 7.
- Not to conduct physical examination of relatives, 16.
- Oath, 7.
- Organization, 7.
- Qualifications of members, 4.
- Records open to inspection, 27.
- Refusal to accept appointment, 6.
- Registration cards, custody of, 8.
- Registration functions, 8.
- Resignations, 6.
- Rules of procedure, 7.
- States having no county administrative organization, 2 (b).
- Time limit for decisions, 22.
- Vacancies, how filled, 5.
- Vacancies, recommendation for appointment to, 6.
- Certificate of discharge:
  - By district board, in appeal cases, 42.
  - By district board, in original cases, 45.
  - By local board, 23.
  - By whom signed and delivered, 52.
- Certificate of exemption, 19.
  - By whom signed and delivered, 52.
- Cities, local boards, 2 (c).
- Committees of district boards, 37.
- Connecticut, local boards, 2 (b).
- Counties, local boards, 2 (a).
- Discharge from liability for service:
  - Agricultural, 44.
  - Artificers and workmen, United States, 20 (d).
  - Certificate of district board, appeal cases, 42.
  - Certificate of district board, original cases, 45.
  - Certificate of local board, 23.
  - Claim for, 20.
  - Conditional, person to report, 23, 42, 45.
  - Customhouse clerks, 20 (b).
  - Duration, 23, 42, 45.
  - Extension of time for claim to district board, 50.
  - Extension of time for claim to local board, 28.
  - Felons, 21.
  - Hearing by board other than that having jurisdiction, 23.
  - Industrial, 44.
  - Mariners, 20 (g).
  - Members of religious sects, 20 (i).
  - Officers, county and municipal, 20 (a).
  - Persons employed in transmission of mails, 20 (c).
  - Persons physically disabled, 16.

## Discharge from liability for service—Continued.

## Persons with dependents—

Brother of minor, 20 (*h* 5).Father of minor, 20 (*h* 4).Married man, 20 (*h* 1).Son of aged or infirm parents, 20 (*h* 3).Son of widow, 20 (*h* 2).Pilots, 20 (*f*).

Termination of, 23.

Time limit for decision by district boards, 41.

Time limit for decision by local boards, 22.

United States employees, 20 (*e*).

## Draft:

Certification by local boards to district boards, 24.

Determination of quotas, 13.

Discharge. *See* Discharge from liability for service.

Law authorizing, 11.

Lists, in order of liability to, 14.

Lists of persons certified to district boards, 25.

Method, 12.

Notice to persons selected, 15.

Pending appeal to President, 47.

Person not reporting recorded physically qualified, 16.

Person reporting at place other than where called, 16.

Persons called in order of liability, 15.

## Exemptions:

Aliens, 18 (*f*).

Appeals to district boards, 26, 27.

Certificate of, 19.

Claim for, 18.

Claims filed with district board, 24.

Extension of time for claim, 28.

Hearing by board other than that having jurisdiction, 29.

Law authorizing local boards to hear, 17.

Ministers of religion, 18 (*b*).Officers, civil, 18 (*a*).

Persons granted conditional, to report, 19.

Persons in military or naval service, 18 (*d*).

Postponement of physical examination of person claiming, 16.

Students of divinity, 18 (*c*).Subjects of Germany, 18 (*e*).

Termination of, 19.

Time limit for decision by local boards, 22.

Holiday, effect of act to be done on, 51.

Law authorizing draft, 11.

Law authorizing local boards to hear exemptions, 17.

Law authorizing revision by President, 46.

Law establishing boards, 1.

## Lists—

Of certifications to district board, 25.

Of registrants, 10.

Of registrants in order of liability, 14.

## Marshal, United States:

Notification to district boards of appointment, 37.

**Massachusetts:**

Local boards, 1 (b).

**New York City:**

Establishment of district board, 32, 33.

Noncombatant service, 20 (i).

Oath for district boards, 37.

Oath for local boards, 7.

Physical examination, 16.

By board other than that having jurisdiction, 29.

Certificates, by whom signed and delivered, 52.

**Physicians:**

Appointment, 7.

Additional, 16.

Not to examine relatives, 16.

**President:**

Appeals to, 47.

Quotas, determination of, 13.

**Registrants:**

Duty of ascertaining possession of cards by proper board, 8.

Lists, 10.

Lists in order of liability, 14.

Registered in two jurisdictions, 30.

**Registration boards:**

Termination of functions, 8.

**Registration cards:**

Copies filed with district boards, 40.

Copies made by local boards, 9.

Custody by local boards, 8.

Delivery of copies to district boards, 40.

Serial numbers, 9.

Statement on, not a claim for exemption, 18.

Rhode Island, local boards, 2 (b).

Sheriff, function as executive officer, 7.

**States:**

Local boards where no county administrative organization, 2 (b).

Sunday, effect of act to be done on, 51.

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## **APPENDIX**

**TO RULES AND REGULATIONS PRESCRIBED BY THE  
PRESIDENT UNDER DATE OF JUNE 30, 1917**

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**FORMS FOR USE IN CONNECTION WITH SUCH  
RULES AND REGULATIONS**

**PREPARED BY PROVOST MARSHAL GENERAL**

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**Form 100**

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# CONTENTS AND INDEXED FORMS.

## EXEMPTIONS.

Form No.	Section in the Rules and Regulations.	
205	7	Record of first and organization meeting of Local Board, to be used when sheriff of county is member of Local Board.
205a	7	Record of first and organization meeting of Local Board, to be used when sheriff of county is not a member of the Local Board.
101	10	List of names of persons whose registration cards are in possession of Local Board.
102	14	List of names of persons whose registration cards are in possession of Local Board in order of their liability for military service, as determined by Local Board.
103	15	Notice of call to appear for physical examination.
107	16	Certificate of discharge because physically deficient (to be used when person called is not ordered to report at a later specified date).
108	16	Certificate of postponement of physical examination because of temporary physical disability (to be used when person called is ordered to report for physical examination at a later specified date).
110	18	Claim of exemption from military service (to be used when person files claim himself).
111	18	Claim of exemption from military service (to be used when claim is made by a person other than the person sought to be exempted).
112	18a	Affidavit of legislative, executive, or judicial officer of the United States, or of the several States, Territories, or the District of Columbia, supporting claim of exemption filed by or in respect of him.
113	18b	Affidavit of duly ordained minister of religion in support of claim for exemption filed by or in respect of him.
113a	18b	First affidavit of the head of a family in support of claim for exemption of the duly ordained minister of religion.
113b	18b	Second affidavit of the head of a family in support of claim for exemption of the duly ordained minister of religion.
114	18b	Affidavit of a regular minister of religion in support of claim for exemption filed by or in respect of him.
114a	18b	First affidavit of head of a family in support of claim of exemption of a regular minister of religion.
114b	18b	Second affidavit of head of a family in support of claim of exemption of a regular minister of religion.
115	18c	Affidavit of student of divinity supporting claim of exemption filed by or in respect of him.
115a	18c	Affidavit of dean or head of theological or divinity school supporting claim of exemption of divinity student.
116	18d	Affidavit of a person in the military or naval service of the United States in support of a claim of exemption filed by or in respect of him.
117	18d	Certificate of commissioned officer in support of a claim of exemption of a person in the military or naval service of the United States.
118	18e	Affidavit of a German alien supporting a claim of exemption filed by or in respect of him.
119	18f	Affidavit of a resident alien, other than German, supporting claim of exemption filed by or in respect of him.
120	19	Certificate of exemption from military service.
165	19	Revocation of certificate of exemption by Local Board.
166	19	Notice by Local Board of revocation of certificate of exemption.

IV

DISCHARGES.

Form No.	Section in the Rules and Regulations.	
121	20	Claim of discharge from selective draft (to be used when person claiming discharge files claim himself).
122	20	Claim of discharge from selective draft (to be used when claim for discharge is made by a person other than the person sought to be discharged).
123	20a	Affidavit of clerk supporting a claim for discharge filed by or in respect of a county or municipal officer.
124	20b	Affidavit of collector or deputy collector supporting a claim for discharge by or in respect of customhouse clerk.
125	20c	Affidavit of a person having direct supervision of a person employed by the United States in transmission of mails in support of a claim for discharge filed by or in respect of such employee.
126	20d	Affidavit of commandant or other officer having command of the United States armory, arsenal, or navy yard in which is employed an artificer or workman whose discharge is sought.
127	20e	Affidavit of official of the Government having direct supervision and control of the department, bureau, division, or branch of the Government of the United States in which is employed persons whose discharge is sought.
128	20f	Affidavit of collector or deputy collector in support of claim for discharge of a licensed pilot.
129	20g	Affidavit supporting claim for a discharge of a mariner actually employed by an individual firm or partnership in the sea service of any citizen or merchant within the United States.
129a	20g	Affidavit supporting claim for discharge of a mariner actually employed by a corporation in the sea service of any citizen or merchant within the United States.

DEPENDENTS.

130	20h (1)	Affidavit of married man in support of claim for discharge filed by him on the ground he has a wife or child or children dependent upon his labor for support.
130a	20h (1)	Affidavit of wife supporting such claim.
130b	20h (1)	Affidavit of the head of a family supporting such claim.
131	20h (1)	Affidavit of wife in support of a claim filed by her in respect of her husband on the ground that he has a wife or child or children dependent upon his labor for support.
131a	20h (1)	First affidavit of the head of a family in support of such claim.
131b	20h (1)	Second affidavit of the head of a family in support of such claim.
132	20h (1)	Affidavit of a person other than the wife who has filed a claim for discharge in respect of a married man on the ground that he has a wife or child or children dependent upon his labor for support.
132a	20h (1)	First affidavit of the head of a family in support of such claim.
132b	20h (1)	Second affidavit of the head of a family supporting such claim.
132c	20h (1)	First affidavit concerning marriage or conjugal state supporting such claim.
132d	20h (1)	Second affidavit of marriage or conjugal state supporting such claim.
132e	20h (1)	Affidavit of the wife relating to her own property supporting such claim.

## DEPENDENTS—Continued.

Form No.	Section in the Rules and Regulations.	
133	20h (2)	Affidavit of the son of a widowed mother in support of a claim for discharge filed by him on the ground that he has a widowed mother dependent upon his labor for support.
133a	20h (2)	Affidavit of widowed mother supporting such claim.
133b	20h (2)	Affidavit of the head of a family supporting such claim.
134	20h (2)	Affidavit of a widowed mother who has filed a claim for the discharge of her son on the ground that he has a widowed mother dependent upon his labor for support.
134a	20h (2)	First affidavit of the head of a family in support of such claim.
134b	20h (2)	Second affidavit of the head of a family in support of such claim.
135	20h (2)	Affidavit of a person other than widowed mother who has filed claim for discharge in respect of the son on the ground that such son has a widowed mother dependent upon his labor for support.
135a	20h (2)	First affidavit of the head of a family in support of such claim.
135b	20h (2)	Second affidavit of the head of a family in support of such claim.
135c	20h (2)	Affidavit of widowed mother concerning her property in support of such claim.
136	20h (3)	Affidavit of a son of aged or infirm parent or parents who has filed a claim for discharge of son on the ground that he has aged or infirm parent or parents dependent upon his labor for support.
136a	20h (3)	Affidavit of the aged or infirm parent or parents in support of such claim.
136b	20h (3)	Affidavit of the head of a family in support of such claim.
137	20h (3)	Affidavit supporting claim for discharge of a son filed by his aged or infirm parent or parents on the ground that such son has aged or infirm parent or parents dependent upon his labor for support.
137a	20h (3)	First affidavit of the head of a family in support of such claim.
137b	20h (3)	Second affidavit of the head of a family in support of such claim.
138	20h (3)	Affidavit of a person other than the aged or infirm parent or parents in support of a claim for discharge filed in respect of the son on the ground that such son has aged or infirm parent or parents dependent upon his labor for support.
138a	20h (3)	First affidavit of the head of a family in support of such claim.
138b	20h (3)	Second affidavit of the head of a family in support of such claim.
138c	20h (3)	Affidavit of the aged or infirm parent or parents concerning property in support of such claim.
139	20h (4)	Affidavit of a father in support of a claim for discharge filed by him on the ground that he is the father of a motherless child or children under 16 years of age dependent upon his labor for support.
139a	20h (4)	First affidavit of the head of a family in support of such claim.
139b	20h (4)	Second affidavit of the head of a family in support of such claim.
140	20h (4)	Affidavit of a person who has filed a claim for discharge in respect of a father on the ground that such father has a motherless child or children dependent upon his labor for support.
140a	20h (4)	First affidavit of the head of a family in support of such claim.
140b	20h (4)	Second affidavit of the head of a family in support of such claim.



# VI

## DEPENDENTS—Continued.

Form No.	Section in the Rules and Regulations.	
141	20h (5)	Affidavit of a brother in support of a claim for his own discharge filed by him on the ground that he is the brother of an orphan child or children under 16 years of age dependent upon his labor for support.
141a	20h (5)	First affidavit of the head of a family in support of such claim.
141b	20h (5)	Second affidavit of the head of a family in support of such claim.
142	20h (5)	Affidavit of a person who has filed a claim for discharge in respect of a brother on the ground that such brother has an orphan child or children under 16 years of age dependent upon his labor for support.
142a	20h (5)	First affidavit of the head of a family in support of such claim.
142b	20h (5)	Second affidavit of the head of a family in support of such claim.
143	20i	Affidavit by person supporting the claim for discharge files by or in respect of him on the ground that he is a member of a well recognized religious sect or organization organized and existing May 18, 1917, whose then existing creed or principles forbid its members to participate in war in any form and whose religious convictions are against war or participation therein in accordance with the creed and principles of such well recognized religious sect or organization.
143a	20i	Affidavit of clerk or minister in support of such claim.
174	20i	Certificate to person claiming exemption under subdivision "i," sec. 20 of the Rules and Regulations.
144	21	Certificate of clerk of a court of record in the United States in support of a claim for the discharge of a felon.
145	23	Certificate of discharge from military service.

## PROCEDURE.

167	23	Revocation of certificate of discharge by Local Board.
168	23	Notice of revocation of certificate of discharge by Local Board.
146	24	List of persons called into the service of the United States not exempted or discharged.
147	24	List of persons exempted or discharged from the service of the United States.
148	25	Notice of certification to District Board when claim of exemption or discharge has been denied.
149	25	Notice of certification to District Board when claim of exemption or discharge made in respect of another has been denied.
150	25	Notice of certification to District Board when no claim of exemption or discharge has been made.
151	26	Notice of claim of appeal by person certified to District Board.
152	26	Notice of claim of appeal by person other than person certified.
153	26	Claim of appeal by person certified to District Board.
154	26	Claim of appeal by another in respect of person certified.
155	26	Notice of extension of time for filing claim and notice of appeal.

# VII

## DISTRICT BOARDS.

Form No.	Section in the Rules and Regulations.	
156	37	Record of the first and organization meeting of the District Board.
157	41	Notice of decision of District Board on claim of appeal filed by person called.
158	41	Notice of decision of District Board on claim of appeal filed in respect of another.
159	42	Certificate of exemption issued by District Board on appeal.
159a	42	Certificate of discharge issued by District Board on appeal.
169	42	Revocation of certificate of exemption or discharge by District Board.
170	42	Notice of revocation of certificate of exemption or discharge by District Board.
160	43	Notice to Local Board of decision of District Board on claim of appeal filed by Provost Marshal General.
161	44	Claim for discharge filed with District Board by person certified.
161a	44	Claim for discharge of person certified by District Board made by another.
162	45	Certificate of discharge because engaged in a necessary industrial or agricultural occupation.
171	45	Revocation of certificate of discharge granted by District Board under section 45 of the Rules and Regulations.
172	45	Notice of revocation of certificate of discharge to person engaged in a necessary industrial or agricultural occupation.
163	47	Claim of appeal to the President.
173	47	Notice of denial of claim for discharge.
164	48	Certificate of list to Adjutant General.



**Form No. 305, prepared by the Provost Marshal General.**

**Form of Record of First Meeting, to be used when Sheriff of County is Member of Local Board.**

**RECORD OF FIRST AND ORGANIZATION MEETING OF LOCAL BOARD**

**Local Board** .....  
(Here insert formal designation of Local Board according to sec. 3 of Regulations.)

The first and organization meeting of Local Board .....  
(Here insert formal designation of Local Board according to sec. 3 of Regulations.)

was held on ..... the ..... of ..... at ..... o'clock  
(Day of the week.) (Day.) (Month.) (Time.)

..... m., at .....  
(Street and Number.) (City, town, and county or township or parish.)

.....  
(State, Territory, or District.)

There were personally present:

.....  
.....  
.....  
.....

....., being sheriff of the county of .....  
(Name of sheriff, if one of members of Local Board is a sheriff of county.)

State of ....., took the chair as chairman and executive officer of  
Local Board .....  
(Here insert designation of Local Board.)

and called the meeting to order.

He thereupon requested those present to answer to their names when called, and to file with him their oaths of office.

The following responded to their names when called and filed their oaths of office as requested:

.....  
.....  
.....

The chairman and executive officer thereupon announced that the first business before the meeting was the election of a clerk.

Nominations were thereupon made and an election was held and .....  
(Name of person elected.)

..... was, and was declared by the temporary chairman to be, duly  
elected as the clerk of Local Board .....  
(Here insert designation of Local Board.)

There being no further business before the meeting it was, upon motion, duly  
seconded, adjourned to meet at ..... on the ..... day of  
(Office of Local Board.)

....., 191....

.....  
*Chairman and Executive Officer.*

.....  
*Clerk.*



## Form No. 205a, prepared by the Provost Marshal General.

Form of record of first meeting to be used when sheriff of county is not member of Local Board.

## RECORD OF FIRST AND ORGANIZATION MEETING OF LOCAL BOARD

## Local Board .....

(Here insert formal designation of Local Board according to sec. 3 of Regulations.)

The first organization meeting of Local Board .....

(Here insert formal designation of Local Board according to sec. 3 of Regulations.)

was held on ..... the ..... of ..... 191..., at .....  
 (Day of week.) (Day.) (Month.) (Year.) (Time.)

o'clock.... m., at .....  
 (Street and Number.) (City.)

(City, town, and county or township or parish.) (State, Territory or District.)

There were personally present:

.....  
 .....  
 .....  
 .....

On motion, duly seconded, ..... was elected temporary chairman of the meeting.

On motion, duly seconded, ..... was elected temporary clerk of the meeting.

The temporary chairman thereupon called the meeting to order and requested those present to respond to their names when called by the temporary clerk and to file their oaths of office with said temporary clerk.

The following responded to their names when called and filed their oaths of office as requested:

.....  
 .....  
 .....  
 .....

The temporary chairman then announced that the first business before the meeting was the election of a chairman and executive officer of Local Board No. ....

Nominations were thereupon made and an election was held, and .....  
 (Name of person elected.)  
 was, and was declared by the temporary chairman to be, duly elected as the chairman and executive officer of Local Board .....  
 (Insert designation of Local Board.)

Having taken his seat as chairman and executive officer, .....  
 (Name of person elected chairman and executive officer.)

thereupon announced that the next business before the meeting was the election of a clerk.

Nominations were thereupon made and an election was held and .....  
 ..... was, and was declared by the chairman and executive officer to be, duly elected clerk of Local Board .....  
 (Here insert designation of Local Board.)

There being no further business before the meeting, it was upon motion, duly seconded, adjourned to meet at ..... on the ..... day  
 (Office of Local Board.)  
 of ..... 191 .

.....  
 Chairman and Executive Officer.

.....  
 Clerk.

**Form No. 101.—P. M. G. O.**

**Local Board.**

(Here insert by stamp designation as directed by sec. 3 of Regulations.)

**Address:**

*List of names of persons whose registration cards are in the possession of this Local Board.*

Serial No.	Name.	Address given on registration card.

**This list consists of ..... pages.**

**LOCAL BOARD.....**

By .....

**Chairman.**

**Clerk.**

Dated: ..... day of ..... 191 .....  
(Day.) (Month.) (Year.)

NOTE.—The necessary number of extra pages will be inserted. The notation "List of names of persons whose registration cards are in the possession of this local board—Cont'd" and the number of the page will be entered on each page.

**Form No. 102, prepared by the Provost Marshal General.**

## Local Board

(Insert designation by stamp as directed in sec. 3 of Regulations.)

**Address:**

*List of names of persons whose Registration Cards are in the possession of this Local Board, in the order of their liability for military service, as determined by this Local Board and as required by the Rules and Regulations.*

[illegible]

This list consists of ..... pages.

LOCAL BOARD.....

By.....

*Chairman.*

*Clerk.*

Dated: ..... day of ..... 191 ....  
(Day.) (Month.) (Year)

NOTE.--This form will be used as first and last pages. The necessary extra pages will be inserted. These pages should be ruled, and columns and headings prepared as shown by page 1. The "Serial Number" must be before each name and the "number" designating the order in which each person will be called, after his name.

Serial No. ....

Local Board .....

(Insert designation by stamp as directed in sec. 3 of Regulations.)

Address: .....

Form No. 103, prepared by the Provost Marshal General.

## NOTICE OF CALL AND TO APPEAR FOR PHYSICAL EXAMINATION.

To .....

Address on registration card.

You are hereby notified that pursuant to the act of Congress approved May 18, 1917, you are called for military service of the United States by this Local Board from among those persons whose registration cards are within the jurisdiction of this Local Board.

Your Serial Number is ....., and your Order Number is .....

You will report at the office of this Local Board for physical examination on the .... (Day.)

day of ....., 191... at .... o'clock A. M.  
(Month.) (Year.)

Any claim for exemption or discharge must be made on forms which may be procured at the office of this Local Board, and must be filed at the office of this Local Board on or before the *seventh* day after the date of mailing of this notice.\*

Your attention is called to the penalties for violation or evasion of the Selective Service Law, approved May 18, 1917, and of the Rules and Regulations made pursuant thereto, which penalties are printed on the back hereof.

LOCAL BOARD .....

By.....  
Chairman......  
Clerk.Date of mailing notice, ..... of ....., 191....  
(Day.) (Month.) (Year.)

Serial No. ....

Local Board.....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Form No. 107, prepared by Provost Marshal General.

\*Form of certificate to be used when person called is not ordered to report at a later specified date.

## CERTIFICATE OF DISCHARGE BECAUSE PHYSICALLY DEFICIENT.

This certifies that the person named herein was called for the military service of the United States by this Local Board, and reported for physical examination and was physically examined on the ..... day of ....., 191....., by  
(Day.) (Month.) (Year.)

....., and also by .....  
(Here insert name of physician.) (Here insert name of second physician.)  
and the said Local Board having found that .....  
(Name of person.)

.....  
(Street and Number.) (City, town, and county or township or parish.) (State, Territory or District.)  
whose Serial Number, ....., was given him by this Local Board, was physically deficient and not physically qualified for military service; he is therefore hereby discharged from liability to serve under the present call for military service of the United States made by this Local Board.

This certificate is issued subject to all the limitations and conditions of the act of Congress approved May 18, 1917, and of all the Rules and Regulations prescribed thereunder, amongst which are:

1. It shall not continue when a cause therefor no longer exists.
2. It may at any time be revoked, withdrawn, or modified by this Local Board so as to render such person liable for military service, or it may be renewed.
3. The person to whom it is issued shall immediately report in person and shall notify this board of—
  - (a) The discontinuance of the cause for the issuance of this certificate, or
  - (b) Any change which might modify in any way the cause of his discharge.
4. Upon receiving notice that this certificate has been revoked, withdrawn, modified or renewed, the person to whom it is issued shall at once present it in person to this Local Board and surrender it.
5. A failure to report in person or to give notice as herein required, or to conform to any of the conditions hereof will be sufficient ground for the immediate revocation and withdrawal of this certificate.
6. The decision granting this certificate is subject to review on appeal, and may be affirmed, modified, or reversed by the District Board having jurisdiction. This certificate may be affirmed, modified, or withdrawn in accordance with the decision of such District Board.

Local Board .....  
(Insert designation.)By .....  
Chairman.  
.....  
Clerk......  
(Signature of first examining physician.).....  
(Signature of second examining physician.)Dated this ..... day of ....., 191.....  
(Day.) (Month.) (Year.)

\* This form is to be used when, in the opinion of the examining physicians concurred in by the Local Board, the physical deficiency is of such a nature as to constitute a permanent disability for military service.

Form No. 108 is to be used where the physical deficiency is temporary in character and justifies a reasonable delay in completing the physical examination in order that an opportunity for recovery may be afforded.



(The following to appear on back:)

**PENALTIES.**

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisonment not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission, is a principal. (Sec. 332, Criminal Code of United States.)

Serial No. ....

Local Board .....

(Insert designation by stamp according to sec. 3 of Regulations.)

Form No. 103, prepared by Provost Marshal General.

\*Form of certificate to be used when person called is ordered to report for physical examination at a later specified date.

# CERTIFICATE OF POSTPONEMENT OF PHYSICAL EXAMINATION BECAUSE OF TEMPORARY PHYSICAL DEFICIENCY.

This certifies that the person named herein was called for the military service of the United States by this Local Board, and reported for physical examination and was physically examined on the ..... day of ....., 191.....  
(Day.) (Month.) (Year.)  
by ..... and also by .....  
(Here insert name of physician.) (Here insert name of second physician.)  
and the said Local Board having found that .....  
(Name of person.)

(Street and Number.) (City, town and county or township or parish.) (State, Territory or District.)  
whose Serial Number ..... was given him by this Local Board, was, at the time of such physical examination, temporarily physically deficient and not physically qualified for military service, he is therefore hereby ordered by this Local Board to report again for physical examination at this office at ..... a. m. on the ..... day of ....., 191....., and to bring this certificate with him and to surrender the same to this Local Board for cancellation or renewal.  
(Day.) (Month.) (Year.)

Upon and after said last named date this certificate shall be null and void and of no effect.

This certificate is issued subject to all the limitations and conditions of the act of Congress approved May 18, 1917, and of all the Rules and Regulations prescribed thereunder, amongst which are:

1. It shall not continue when a cause therefor no longer exists.
2. It may at any time be revoked, withdrawn, or modified by this Local Board so as to render such person liable for military service, or it may be renewed.
3. The person to whom it is issued shall immediately report in person and shall notify this board of—
  - (a) The discontinuance of the cause for the issuance of this certificate, or
  - (b) Any change which might modify in any way the cause of his discharge.
4. Upon receiving notice that this certificate has been revoked, withdrawn, modified, or renewed, the person to whom it is issued shall at once present it in person to this Local Board and surrender it.
5. A failure to report in person or to give notice as herein required, or to conform to any of the conditions hereof, will be sufficient ground for the immediate revocation and withdrawal of this certificate.

Local Board .....  
(Insert designation.)

By .....  
(Signature of first examining physician.) Chairman.  
(Signature of second examining physician.) Clerk.

Dated this ..... day of ....., 191.....  
(Day.) (Month.) (Year.)

\* This form is to be used when the evidence shows that because of the temporary effects of acute disease or of injury which are not to be regarded as justifying a finding that the person is physically deficient, but not permanently physically disqualified for military service and a reasonable delay in completing the physical examination is justified in order that an opportunity for recovery may be afforded.

(See penalty clause, p. 6.)

(The following to appear on back:)

PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said Regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission is a principal. (Sec. 332, Criminal Code of United States.)

**Read instructions on back before making out this claim.**

Form No. 110, prepared by Provost Marshal General.

Form to be used when person claiming exemption files claim himself.

### CLAIM OF EXEMPTION FROM MILITARY SERVICE.

I, \_\_\_\_\_, Serial Number \_\_\_\_\_  
(Name of person making claim.) (Insert same number as appears on notice for physical examination.)

hereby certify that I am ..... years old and reside at.....,  
(Street and number.)

(City or town and county or township or parish.) (State, Territory or District.)

I hereby respectfully claim exemption from military service on the following ground, that I am:

**Instruction:** Put a cross (X) before ground of exemption relied on.

- (a) .... An officer of the United States.  
(a2) .... An officer of the State of .....  
(Fill in.)  
(a3) .... An officer of the Territory of .....  
(Fill in.)  
(a4) .... An officer of the District of Columbia.  
(b) .... A duly ordained minister of religion.  
(b2) .... A regular minister of religion.  
(c) .... A student of divinity.  
(d) .... In the military service of the United States.  
(d2) .... In the naval service of the United States.  
(e) .... A subject of Germany, residing in the United States.  
(f) .... A resident alien (not German) who has not taken out first papers.  
(See Instructions on back.)

(Signature of person claiming exemption for himself.)

'Address.)

Dated: ..... day of ....., 19.....  
(Day.) (Month.) (Year.)  
(Fill in date.)

(The following is to appear on back:)

**Read this carefully before making out claim.**

### IMPORTANT INSTRUCTIONS.

This claim for exemption from military service is to be filed with the same Local Board by which the person was notified to appear for physical examination. The claim must be filed with said Local Board on or before the *seventh* day after the mailing by the Local Board of such notice to appear for physical examination.

This form is to be used where claim for exemption is made *by the person himself* not when it is made by some other person in respect of such person. In such case use Form No. 111.



Where more than one ground for exemption is relied on, each claim must be made on a separate form and filed at the place, and within the time above specified.

The classes of person by or in respect of whom exemption from military service may be claimed, are:

(a) *Officers of the United States and of the several States, Territories, and the District of Columbia.*—Officers, legislative, executive, and judicial, of the United States, the several States, Territories, and the District of Columbia. The word "officers" shall be construed for the purpose of the Selective Service Act and the Rules and Regulations promulgated thereunder to mean any person holding a legislative, executive, or judicial office created by the Constitution or laws of the United States, or of any of the several States or Territories.

(b) *Ministers of religion.*—Any regular or duly ordained minister of religion.

(c) *Students of divinity.*—Any person who, on the 18th day of May, 1917, was a student preparing for the ministry in any recognized theological or divinity school.

(d) *Persons in the military or naval service of the United States.*—Any person in the military or naval service of the United States as specified in Rules and Regulations, sec. 18, subdivision d.

(e) *Subjects of Germany residing in the United States.*—Any person who is a subject of Germany, whether such person has or has not declared his intention to become a citizen of the United States.

(f) *All other resident aliens who have not taken out their first papers.*—Any person who is a resident alien; that is, a citizen or subject of any foreign State or nation other than Germany who shall not have declared his intention to become a citizen of the United States.

#### PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission is a principal. (Sec. 332, Criminal Code of United States.)

Serial No. ....

**Local Board** .....  
 (Insert designation by stamp as directed by sec. 3 of Regulations.)

**Read instructions on back before making out this claim.**

**Form No. 111, prepared by Provost Marshal General.**

**Form to be used when the claim for exemption is made by a person other than the person sought to be exempted.**

### CLAIM OF EXEMPTION FROM MILITARY SERVICE.

I, ..... hereby certify that .....  
 (Name of person making claim.) (Name of person in respect of  
 ..... whose Serial Number is .....  
 whom exemption is sought.) (Insert same number as appears on notice  
 for physical examination.)  
 who is personally well known to me, is .... years old and resides at .....  
 (age) (Street  
 ..... and number.) (City or town and county, or township or parish.) (State,  
 Territory or District.)

I hereby respectfully claim exemption from military service, in respect of said person, on the following ground, that he is:

**Instruction: Put a cross (X) before ground of exemption relied on.**

- (a) .... An officer of United States.
  - (a2) .... An officer of the State of .....  
 (Fill in.)
  - (a3) .... An officer of the Territory of .....  
 (Fill in.)
  - (a4) .... An officer of the District of Columbia.
  - (b) .... A duly ordained minister of religion.
  - (b2) .... A regular minister of religion.
  - (c) .... A student of divinity.
  - (d) .... In the military service of the United States.
  - (d2) .... In the naval service of the United States.
  - (e) .... A subject of Germany, residing in the United States.
  - (f) .... A resident alien (not German) who has not taken out first papers.
- (See Instructions on back.)

.....  
 (Signature of person making the claim of  
 exemption for another.)

.....  
 (Address.)

Dated; ..... day of ....., 191.....  
 (Day.) (Month.) (Year.)  
 (Fill in date.)

(The following is to appear on back:)

**Read this carefully before making out claim.**

### IMPORTANT INSTRUCTIONS.

The claim for exemption from military service is to be filed with the same Local Board by which the person was notified to appear for physical examination. The claim must be filed with said Local Board on or before the *seventh* day after the mailing by the Local Board of such notice to the person sought to be exempted to appear for physical examination.

This form is to be used where claim for exemption made by some other person in respect of a person sought to be exempted and *not* when it is made by one claiming exemption for himself. In such case use Form No. 110.

Where more than one ground for exemption is relied on, each claim must be made on separate forms and filed at the place, and within the time above specified.

The classes of persons by, or in respect of whom, exemption from military service may be claimed, are:

(a) *Officers of the United States and of the several States, Territories, and the District of Columbia.*—Officers, legislative, executive, and judicial, of the United States, the several States, Territories, and the District of Columbia. The word "officers" shall be construed for the purpose of the Selective Service Act and the Rules and Regulations promulgated thereunder to mean any person holding a legislative, executive, or judicial office created by the Constitution or laws of the United States, or of any of the several States or Territories.

(b) *Ministers of religion.*—Any regular or duly ordained minister of religion.

(c) *Students of divinity.*—Any person who on the 18th day of May, 1917, was a student preparing for the ministry in any recognized theological or divinity school.

(d) *Persons in the military or naval service of the United States.*—Any person in the military or naval service of the United States, as specified in the Rules and Regulations, sec. 18, subdivision d.

(e) *Subjects of Germany residing in the United States.*—Any person who is a subject of Germany, whether such person has or has not declared his intention to become a citizen of the United States.

(f) *All other resident aliens who have not taken out their first papers.*—Any person who is a resident alien; that is, a citizen or subject of any foreign State or nation other than Germany, who shall not have declared his intention to become a citizen of the United States.

#### PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission is a principal. (Sec. 332, Criminal Code of United States.)

Serial No. ....

Local Board .....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

*Read instructions on back before making out affidavit.*

Form No. 112, prepared by Provost Marshal General.

Form of affidavit supporting exemption claimed by, or in respect of, any officer, legislative, executive, or judicial, of the United States and of the several States, Territories, or of the District of Columbia.

AFFIDAVIT OF OFFICER, SUPPORTING CLAIM OF EXEMPTION.

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear that I am  
(Name.) (See \* Note.)

..... years old and reside at .....  
(Age.) (Street and number.)

.....  
(City, town, and county or township or parish.)

....., and that my Serial Number .....  
(State, Territory, or District.)

was given me by Local Board .....  
(Insert official designation and address of Local Board.)

....., and that a claim for my  
exemption was filed with said Local Board on the ..... day  
(Day.)

of ..... 191....., based on the ground that I was then an  
(Month.) (Year.)

Officer of the { United States.  
State of .....  
Territory of .....  
District of Columbia.  
(Strike out words not applicable and fill in blank if State or Territory.)

I do further solemnly swear that I now hold the office of .....  
(See \* Note.)

.....  
(Give name and description of office and whether a Federal or State office.)

and was elected—appointed—to said office on the ..... day of .....  
(Strike out one.) (Day.) (Month.)

19....., and that my term of said office expires on the ..... day  
(Year.) (Day.)

of ..... 191.....  
(Month.) (Year.)

I do hereby bind myself, at once, to notify the said Local Board of any change of my  
tenure of office, which might modify or alter, in any way, my exemption from mili-  
tary service, and to report in person, at once, to such Local Board whenever the con-  
ditions entitling me to exemption cease to exist.

.....  
(Signature of person claiming exemption.)

.....  
(Address)

Subscribed and sworn to before me this ..... day of .....  
(See \* Note.) (Day) (Month.)

191.....  
(Year.)

.....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in ~~jural~~ and substitute the word "affirmed."



(The following to appear on back:)

***Read these instructions carefully before making out affidavit.***

**IMPORTANT INSTRUCTIONS.**

The word "officers" shall be construed for the purpose of the Selective Service Act and these Rules and Regulations thereunder to mean any person holding a legislative, executive, or judicial office created by the Constitution or laws of the United States, or of any of the several States or Territories.

The person by whom exemption has been claimed must sign and swear or affirm to this affidavit before a notary or other officer vested with power of taking acknowledgments.

This affidavit is to be filed with the Local Board issuing notice to the person sought to be exempted to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of a claim of exemption.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board.....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

*Read instructions on back before making out affidavits.*

Form No. 113 prepared by the Provost Marshal General.

Form of affidavit supporting exemption claimed by, or in respect of, a duly ordained minister of religion.

## 1. AFFIDAVIT OF A DULY ORDAINED MINISTER OF RELIGION IN SUPPORT OF CLAIM FOR EXEMPTION.

STATE OF.....

County of....., to wit:

I, ..... do solemnly swear that I am  
(Name.) (See \* Note.)..... years old and reside at .....  
(Age.) (Street and Number.).....  
(City, town, and county or township or parish.) (State, Territory or District.)and that Serial Number..... was given me by Local Board ..... and that a claim for  
(Insert official designation and address of Local Board.)my exemption was filed with said Local Board on the .....  
(Day.)day of ....., 191....., on the ground that I was then a duly ordained minister of religion.  
(Month.) (Year.)I do further solemnly swear that I am a duly ordained minister of religion  
(See \* Note.)in the ..... and that I was duly  
(Give name of church, religious sect or organization.)ordained as a minister of religion on the ..... day of ....., 191.....,  
(Day.) (Month.) (Year.)at .....  
(Give name of place.) (State, Territory, or District.)in the .....; and that I am still an  
(Church in which ordination was performed.)ordained minister of religion, and that I am regularly engaged in the performance of the duties of a duly ordained minister of religion of said church, sect, organization,  
(Specify which.)preaching and teaching the doctrines of such church, sect, or organization and ad-  
(Specify which.)ministering the rites and ceremonies thereof in public worship; and as my regular and customary vocation, am preaching and teaching the principles of religion and administering the ordinances of public worship as embodied in the creed or principles of such church, sect, or organization.  
(Specify which.)

I do hereby bind myself, at once, to notify said Local Board of any change in my tenure of office, or of my ceasing to be such duly ordained minister of religion, or of any change which might alter, in any way, my exemption, and to report in person, at once, to such Local Board whenever the conditions entitling me to exemption cease to exist.

.....  
(Signature of duly ordained minister.).....  
(Address.)Subscribed and sworn to before me this, ..... day of ....., 19.....  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ..... County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

## Form No. 113a.

## 2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY, IN SUPPORT OF CLAIM OF EXEMPTION OF A DULY ORDAINED MINISTER OF RELIGION.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that I am the head  
(Name.) (See \*Note.)of a family, and reside .....  
(Street and Number.).....  
(City, town and county or township or parish.) (State, Territory or District.)within the area of the jurisdiction of Local Board .....  
(Insert here the same designation of.....; that I am a member  
the Local Board as it appears in the minister's affidavit.)of the ..... which is the same { church,  
(Name of church, religious sect, or organization.) sect,  
organization,  
(Specify which.)which ..... belongs; that he is person-  
(Name of minister whose exception is claimed.)ally well-known to me; that he is a minister of said { church,  
sect,  
organization,  
(Specify which.)regularly engaged in the performance of his duties as such a duly ordained minister  
of religion, preaching and teaching the doctrines of such church, sect, or organization  
(Specify which.)and administering the rites and ceremonies thereof in church worship; and that he  
as his regular and customary vocation, is preaching and teaching the principles of  
religion and administering the ordinances of public worship as embodied in the  
creed of principles of such church, sect, or organization; and that he lives at  
(Specify which.).....  
(Street and Number.) (City, town, and county or township or parish.)....., and his Serial Number is .....  
(State, Territory or District.).....  
(Name of the head of a family making affidavit.).....  
(Address.)Subscribed and sworn to before me this ..... day of ....., 19.....  
(See \*Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

## Form No. 113b.

## 3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY, IN SUPPORT OF CLAIM OF EXEMPTION OF A DULY ORDAINED MINISTER OF RELIGION.

STATE OF.....,

County of....., to wit:

I, ....., do solemnly  
(Name.)swear that I am the head of a family, and reside at.....  
(See \*Note.) (Street and number.).....  
(City, town, and county or township or parish.).....  
(State, Territory, or District.)within the area of the jurisdiction of Local Board.....  
(Insert here the....., and I am a member of  
same designation of the Local Board as appears in the minister's affidavit.)the....., which is  
(Name of church, religious sect, or organization.)the same { church, }  
                  { sect, } to which .....  
                  { organization }  
                  (Specify which.) (Name of minister whose exemption is claimed.)belongs; that he is personally well known to me; that he is a minister of said  
{ church, }  
{ sect, } and that he is regularly engaged in the performance of his duties as  
{ organization }  
(Specify which.)such duly ordained minister of religion, preaching and teaching the doctrines  
of such church, sect, or organization and administering the rites and ceremonies  
(Specify which.)thereof in church worship; and that he, as his regular and customary vocation,  
is preaching and teaching the principles of religion and administering the  
ordinances of public worship as embodied in the creed or principles of such  
church, sect, or organization; and that he lives at.....  
(Specify which.) Street and Number.).....  
(City, town, and county or township or parish.) (State, Territory or District.)

and his Serial Number is .....

.....  
(Name of the head of a family making affidavit.).....  
(Address.)Subscribed and sworn to before me this....., day of.....  
(See \*Note.) (Day.) (Month.)191.....  
(Year.).....  
Notary Public.

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."



(The following is to appear on back:)

*Read this carefully before making out affidavits.*

#### IMPORTANT INSTRUCTIONS.

Affidavits in support of a claim for exemption by or in respect of a duly ordained minister of religion should be made upon the accompanying forms. The first affidavit must be made by the duly ordained minister himself, and each of the other two affidavits by the heads of families residing within the area of the Local Board having jurisdiction of the minister.

These affidavits must contain the allegations therein set forth, without omission, and all data therein called for must be supplied.

*A duly ordained minister of religion* is defined by the Rules and Regulations, promulgated under the Selective Service Act, to be: "a person who has been ordained in accordance with the ceremonial ritual or discipline of a church or well-recognized religious sect or organization established on the basis of a community of faith and belief, doctrines, and practices of religious character, to preach and teach the doctrines of such church, sect, or organization and to administer the rites and ceremonies thereof in public worship, and who as his regular and customary vocation preaches and teaches the principles of religion and administers the ordinances of public worship as embodied in the creed or principles of such church, sect, or organization."

*A regular minister of religion* is defined, by the rules and regulations promulgated under the Selective Service Act, to be: "One who as his customary vocation preaches and teaches the principles of religion of a church, a well-recognized religious sect or organization of which he is a member, without having been formally ordained as a minister of religion, and who is recognized by such church, sect, or organization as a regular minister."

It is therein further prescribed that "the words 'regular or duly ordained ministers of religion' do not include a person who irregularly or incidentally preaches and teaches the principles of religion of a religious sect or organization; nor do the words include a person who may have been duly ordained a minister in accordance with the ceremonial rite or discipline of a church, religious sect, or organization, but who does not regularly, as a vocation, preach and teach the principles of religion and administer the ordinances of public worship as embodied in the creed or principles of his church, sect, or organization."

This affidavit is to be filed with the Local Board issuing the notice to the minister to appear for his physical examination, and must be presented to said local board within 10 days after the filing with said Local Board of a claim of exemption.

The affidavits in support of the claim for exemption must be signed and sworn to or affirmed to before a notary public or other officer vested with the power to take acknowledgments.

All blanks must be filled in legibly in ink.

Great care should be exercised in furnishing all the information required and called for in the rules and regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
 (insert designation by stamp as directed by sec. 3 of Regulations.)

*Read instructions on back before making out affidavit.*

Form No. 114, prepared by the Provost Marshal General.

Form of affidavit supporting exemption claimed by, or in respect of a regular minister of religion.

# I. AFFIDAVIT OF A REGULAR MINISTER OF RELIGION IN SUPPORT OF CLAIM FOR EXEMPTION.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that:  
 (Name.) (See \*Note.)

I am ..... years old and reside at .....  
 (Street and Number.)

.....  
 (City, town, and county or township or parish.) (State, Territory or District.)

and that Serial Number ..... was given me by Local Board .....  
 (Insert official designation)

....., and that claim for my exemption  
 and address of Local Board.)

was filed with said Local Board on the ..... of ....., 191... on  
 (Day.) (Month.) (Year.)

the ground that I was then a regular minister of religion.

I do further solemnly swear that I am a regular minister of religion of .....  
 (See \*Note.)

.....; and that I entered  
 (Give name of church, sect or religious organization to which he belongs.)

upon the duties of such ministry on the ..... day of ....., 191... at  
 (Day.) (Month.) (Year.)

....., at .....  
 (Place in which he entered on his duties as regular minister.)

.....; that I am regularly  
 (Give place of entering upon duties of ministry.)

engaged in the performance of the duties of a regular minister of religion of said  
 church—sect—organization—not merely irregularly or incidently preaching and  
 (Specify which.)

teaching the principles of religion of such church, religious sect, or organization; but  
 (Specify which.)

I am regularly engaged, as my vocation, in preaching and teaching the principles of  
 religion and administering the ordinances of public worship as embodied in the  
 creed or principles of my said church, sect, or organization.  
 (Specify which.)

I do hereby bind myself, at once, to notify said Local Board of any change in my  
 tenure of office, or of my ceasing to be such regular minister of religion, or of any  
 change which might alter, in any way, my exemption from military service, and to  
 report in person, at once, to such Local Board whenever the conditions entitling me to  
 exemption cease to exist.

.....  
 (Signature of regular minister.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of ....., 191...  
 (See \*Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

## Form No. 114a.

2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY, IN SUPPORT OF  
CLAIM OF EXEMPTION OF A REGULAR MINISTER OF RELIGION.

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear that  
(See \* Note.)I am the head of a family, and reside at.....  
(Street and Number.).....  
(City, town, and county or township or parish.) (State, Territory or District.)and within the area of the jurisdiction of Local Board.....  
(Insert here the same designation.....;  
of the Local Board as appears in the minister's affidavit.)and I am a member of the....., which is  
(Name of religious church, sect or organization.)the same—church—sect—organization—to which.....  
(Specify which.) (Name of regular minister whose  
exemption is claimed.)belongs; that he is personally well known to me; that he is a regular minister of  
religion of said—church—sect—organization—; that he is regularly engaged in the  
(Specify which.)performance of the duties of a regular minister of religion of such—church—sect—  
(Specify which.)organization; not merely irregularly or incidentally preaching and teaching the  
principles of religion of such church, religious sect, or organization; but that he is  
(Specify which.)regularly engaged, as his vocation, in preaching and teaching the principles of religion  
and administering the ordinances of public worship as embodied in the creed or princi-  
ples of his church, sect, or organization; and that he now resides at.....  
(Specify which.) (Street and Number.).....  
(City, town, and county or township or parish.) (State, Territory or District.).....  
(Name of the head of a family making affidavit.)

and his Serial Number is .....

.....  
(Address.)Subscribed and sworn to before me this ..... day of ....., 19....  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of .....

\* NOTE. -If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

## Form No. 114b.

3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY, IN SUPPORT OF  
CLAIM OF EXEMPTION OF A REGULAR MINISTER OF RELIGION.

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear ..... that  
(\*See Note.)I am the head of a family and reside at .....  
(Street and Number.).....  
(City, town, and county or township or parish.) (State, Territory or District.)and within the area of the jurisdiction of Local Board.....  
(Insert here).....  
the same designation of the Local Board as appears in the minister's affidavit.)  
and I am a member of the .....  
(Name of church, religious sect or organization.)which is the same church—sect—organization—to which .....  
(Specify which.) (Name of regular minister whose  
exemption is claimed.)belongs, that he is personally well known to me; that he is a regular minister in  
religion of said church—sect—organization—and that he is regularly engaged in the  
(Specify which.)performance of the duties of a regular minister of religion of such church—sect—organi-  
(Specify which.)zation—not merely irregularly or incidently preaching and teaching the principles  
of religion of such church, religious sect, or organization; but that he is regularly  
(Specify which.)engaged, as his vocation, in preaching and teaching the principles of religion and  
administering the ordinances of public worship as embodied in the creed or prin-  
ciples of his church, sect, or organization; and he now resides at .....  
(Specify which.) (Street and Number.).....  
(City, town, and county or township or parish.) (State, Territory or District.)

and his Serial Number is .....

.....  
(Name of the head of a family making affidavit.).....  
(Address.)Subscribed and sworn ..... to before me this ..... day of .....  
(\*See Note.) (Day.) (Month.)191...  
(Year.).....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."



(The following to appear on back:)

~~Read these instructions carefully before making out affidavit.~~

#### IMPORTANT INSTRUCTIONS.

Affidavits in support of a claim for exemption by or in respect of a regular minister of religion should be made upon the accompanying forms. The first affidavit must be made by the regular minister of religion and each of the other two affidavits by heads of families residing within the area of the Local Board having jurisdiction of the regular minister of religion.

*A regular minister of religion* is defined by the rules and regulations promulgated under the selective service act, to be "one who as his customary vocation preaches and teaches the principles of religion of a church, well-recognized religious sect or organization, of which he is a member without having been formally ordained as a minister of religion and who is recognized by such church, sect, or organization as a regular minister."

*A duly ordained minister of religion* is defined by the rules and regulations promulgated under the selective service act to be "a person who has been ordained in accordance with the ceremonial, ritual, or discipline of a church or well-recognized sect or organization established on the basis of a community of faith and belief, doctrines, and practices of religious character, to preach and teach the doctrines of such church, sect, or organization and to administer the rites and ceremonies thereof in public worship, and who as his regular and customary vocation preaches and teaches the principles of religion and administers the ordinances of public worship as embodied in the creed or principles of such church, sect, or organization."

It is therein further prescribed that the words "regular or duly ordained ministers of religion" do not include a person who irregularly or incidentally preaches and teaches the principles of religion of a religious sect or organization; nor do the words include a person who may have been duly ordained a minister in accordance with the ceremonial rite or discipline of a church, religious sect, or organization, but who does not regularly, as a vocation, preach and teach the principles of religion and administering the ordinances of public worship as embodied in the creed or principles of his church, sect, or organization.

This affidavit is to be filed with the Local Board issuing the notice to the minister to appear for his physical examination, and must be presented to said local board within 10 days after the filing with said local board of a claim of exemption.

The affidavits in support of the claim for exemption must be signed and sworn or affirmed to before a notary public or other officer vested with the power to take acknowledgments.

All blanks must be filled in legibly in ink.

Great care should be exercised in furnishing all the information required and called for in the rules and regulations as indicated in the forms prepared by the Provost Marshal General

(See penalty clause, p. 6.)

Serial No. ....

**Local Board**.....  
 (Insert designation by stamp as directed by sec. 3 of Regulations.)

*Read instructions on back before making out affidavits.*

Form No. 115, prepared by the Provost Marshal General.

Form of affidavits supporting exemption claimed by, or in respect of, students of divinity.

# 1. AFFIDAVIT OF STUDENT OF DIVINITY SUPPORTING CLAIM OF EXEMPTION.

STATE OF.....,

County of....., to wit:

I, ....., do solemnly swear that I am .... years old and reside at .....  
 (See \*Note.) (Age.) (Street and Number.)

....., .....  
 (City, town, and county or township or parish.) (State, Territory or District.)

and that Serial Number ..... was given me by Local Board .....

.....  
 (Insert official designation and address of Local Board.)

and that my claim for exemption was filed with said Local Board on the .... day of  
 (Day.)

....., 191.., based on the ground that I was a student of divinity.  
 (Month.) (Year.)

I do further solemnly swear that on the 18th day of May, 1917, I was a student  
 (See \*Note.)  
 preparing for the ministry in the .....  
 (Give name of the theological or divinity school.)

located at ..... which said school was on the  
 (Give place of location of school.)

18th day of May, 1917, a recognized {divinity  
 {theological } school.  
 (Specify which.)

.....  
 (Signature of person making affidavit.)

.....  
 (Address.)

Subscribed and sworn to before me this .... day of ....., 191..  
 (See \*Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

Form No. 115a, prepared by the Provost Marshal General.

**2. AFFIDAVIT OF DEAN OR HEAD OF THEOLOGICAL OR DIVINITY SCHOOL.**

STATE OF.....,

County of....., to wit:

I, ....., solemnly swear that I am the  
(See \* Note.)..... of the .....  
(Dean, president or head of school.) (Give name of the theological or divinity school.)located at .....; that on the 18th day of May,  
(Give place of location of school.)1917, ....., being personally known to me,  
(Name of student.)and known as the identical person who signed the accompanying affidavit, was enrolled as a student of the said ..... School; and  
(Name of school.)that on said 18th day of May, 1917, the said.....  
(Name of school.)School was a recognized {divinity } school.  
{theological}  
(Specify which.).....,  
(Signature of dean, president or head of school.).....  
(Address.)Subscribed and sworn to before me this .... day of ....., 191 ...  
(See \* Note.) (Day.) (Month.) (Year.).....,  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

~~Read these instructions carefully before making out affidavit.~~

**IMPORTANT INSTRUCTIONS.**

*Student of divinity.*—The term "student of divinity" within the meaning of the regulations promulgated under the Selective Service Act is construed to mean any person who, on the 18th day of May, 1917, was a student preparing for the ministry in a recognized theological or divinity school.

The student by or in respect of whom exemption has been claimed must sign and swear or affirm to the first affidavit before a notary or other officer vested with the power to take acknowledgments. The second affidavit must be similarly signed and acknowledged by the president, dean or head of the school in which the person sought to be exempted was a student of divinity.

These affidavits are to be filed with the Local Board issuing notice to the student to appear for his physical examination and must be presented to said Local Board within 10 days after the filing with said Local Board of a claim of exemption.

All blanks must be filled in legibly in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)



Serial No. ....

Local Board.....  
(Insert designation by stamp as directed by Sec. 3 of Regulations.)~~Read instructions on back before making out affidavit.~~

Form No. 116, prepared by the Provost Marshal General.

Form of affidavit supporting exemption claimed by, or in respect of, a person in the military or naval service of the United States.

AFFIDAVIT OF PERSON IN MILITARY OR NAVAL SERVICE OF THE  
UNITED STATES IN SUPPORT OF CLAIM OF EXEMPTION.

STATE OF.....,

County of....., to wit:

I, ..... do solemnly swear  
(Name) (See \* Note.)  
that I am .... years old and that my permanent residence is at.....  
(Street and number.)  
.....  
(City or town and county, or township or parish.) (State, Territory, District.)  
and that Serial Number ..... was given me by Local Board .....  
(Insert official designation and address of Local Board.)  
and that a claim for my exemption was filed with said Local Board on the .... day  
(Day.)  
of ....., 191..., on the ground that I was in the {military} service of the  
(Month.) (Year.) {naval} (Strike out one.)  
United States.

I do further solemnly swear that I am now in the {military} service of the United  
(See \* Note.) {naval} (Strike out one.)  
States in the.....  
(Give branch of service in which affiant is engaged.)  
thereof, on duty {at} .....  
(Strike out one.) (Give command, ship, or station at present serving with.)  
and that my present rank is .....; that the date of my  
(Give rank now held.)  
enlistment } in said service is the .... day of ....., 191..., and that the period  
engagement } (Day.) (Month.) (Year.)  
commission }  
(Specify which.)

of my {enlistment} will expire on the ..... day of ....., 191...,  
{engagement} (Day.) (Month.) (Year.)  
{commission}  
(Specify which.)  
and that such {enlistment} } took place before I received notice from  
{engagement} }  
{acceptance of commission} }  
(Specify which.)

the Local Board to appear for physical examination.

I do hereby bind myself, at once, to notify the said Local Board of any change in my condition which might modify or alter, in any way, my exemption and to report at once in person whenever conditions entitling me to exemption cease to exist.

(Signature of person in military or naval service.)

(Present address.)

Subscribed and sworn to before me this .... day of ....., 191....  
(See \* Note.) (Day.) (Month.) (Year.)

Notary Public.

State of....., County of .....

\* NOTE.--If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

*Read these instructions carefully before making out affidavit.*

#### IMPORTANT INSTRUCTIONS.

The phrase "persons in the military and naval service of the United States," as employed in the Selective Service Act and in the Rules and Regulations promulgated thereunder is construed as including: All officers and enlisted men of the Regular Army, the Regular Army Reserve, the Officers' Reserve Corps, and the Enlisted Reserve Corps; all officers and enlisted men of the National Guard and National Guard Reserve recognized by the Militia Bureau of the War Department; all officers and enlisted men of the Navy, the Marine Corps, and the Coast Guard; all officers and enlisted men of the Naval Militia, Naval Reserve Force, Marine Corps Reserve, and National Naval Volunteers, recognized by the Navy Department; all officers of the Public Health Service detailed by the Secretary of the Treasury for duty either with the Army or the Navy; and any of the personnel of the Lighthouse Service and the Coast and Geodetic Survey transferred by the President to the service and jurisdiction of the War Department or of the Navy Department.

A claim for discharge by or in respect of a person in the military or naval service of the United States should be made on the accompanying form and signed by the person himself whose discharge is sought.

The required proof may also be made by means of a certificate setting forth the information contained in the accompanying affidavit, signed by a commissioned officer of the branch of the service in which the person by or in respect of whom the exemption is claimed is serving. (See Form 117.)

This affidavit is to be filed with the Local Board issuing notice to the person sought to be exempted to appear for his physical examination, and should be presented to said Local Board within 10 days after the filing with said Local Board of a claim of exemption.

The required proof may be filed after the expiration of the above-mentioned period of 10 days and given full effect if accompanied by a showing to the satisfaction of the Local Board that the failure to present the required proof within the said period of 10 days was due to such person's absence from his residence by reason of being in the military or naval service of the United States.

All blanks must be filled in legibly in ink and parts of the form not applicable to the particular case stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
(Insert designation by stamp as directed by sec. 3 of Regulations.)~~See~~ Read instructions on back before making out affidavit. ~~See~~

Form No. 117, prepared by the Provost Marshal General.

Form of certificate made by commissioned officer in the branch of the military or naval service in which a person sought to be exempted is serving.

CERTIFICATE OF COMMISSIONED OFFICER IN SUPPORT OF CLAIM OF  
EXEMPTION OF A PERSON IN THE MILITARY OR NAVAL SERVICE  
OF THE UNITED STATES.I, ....., hereby certify that I am a commissioned officer  
(Name of officer.)  
in the .....(State branch of service in which certifying officer holds a commission. See Note in Instructions on back.)  
and that I hold the rank of .....  
(Specify rank held by officer.)and that I am now on duty at .....  
(State post, station, or other place, or vessel where officer is assigned to duty.)and that I am personally acquainted with .....  
(Name of person sought to be discharged.)who has stated to me that he is ..... years old and that his permanent residence  
is at .....  
(Street and number.) (City or town and county, or township or parish.)....., and that Serial Number ..... was given to  
(State, Territory, or District.)him by Local Board .....  
(Insert official designation and address of local board.)and that a claim for his exemption was filed with such Local Board on the .....  
(Day.)day of ....., 191..., on the ground that he was in the {military} service  
(Month.) (Year.) {naval} (Day.)  
of the United States. (Strike out one.)I do further certify that the said .....  
(Name of person sought to be discharged.)in now in the {naval} service of the United States in the .....  
(Specify which.) {military} (Give branch of service in which affiant is engaged.)..... thereof, on duty {at} .....  
(Give command, ship, or station)....., and that his present rank is .....  
(Give rank now held.)that the date of his {enlistment} in said service is the ..... day of  
{engagement} {acceptance of commission} (Day.)  
(Specify which.)..... 191..., and that the period of his {enlistment} is: .....  
(Month.) (Year.) {engagement} {commission} (Specify which.)....., and that such {enlistment} took place before he  
{engagement} {acceptance of commission} (Specify which.)

received notice from the Local Board to appear for his physical examination.

I do further state that I will, at once, notify the said Local Board, during the period of my present assignment of duty, whenever the conditions entitling him to exemption cease to exist, and will request my successor to give similar notice.

.....  
(Signature of officer making certificate.).....  
(Address.)

(The following to appear on back:)

*Read these instructions carefully before making out certificate.*

#### IMPORTANT INSTRUCTIONS.

The phrase "persons in the military and naval service of the United States," as employed in the regulations promulgated under the Selective Service Act is construed as including all officers and enlisted men of the Regular Army, the Regular Army Reserve, the Officers' Reserve Corps, and the Enlisted Reserve Corps; all officers and enlisted men of the National Guard and National Guard Reserve recognized by the Militia Bureau of the War Department; all officers and enlisted men of the Navy, the Marine Corps, and the Coast Guard; all officers and enlisted men of the Naval Militia, Naval Reserve Force, Marine Corps Reserve, and National Naval Volunteers, recognized by the Navy Department; all officers of the Public Health Service detailed by the Secretary of the Treasury for duty either with the Army or the Navy; and any of the personnel of the Lighthouse Service and the Coast and Geodetic Survey transferred by the President to the service and jurisdiction of the War Department or of the Navy Department.

NOTE.—In the blank space on the second line of the certificate the commissioned officer making such certificate will insert, according to the branch of the service in which he holds a commission, one of the following:

- (a) Regular Army of the United States.
  - (b) Officers' Reserve Corps.
  - (c) National Guard
  - (d) National Guard Reserve
  - (e) Navy of the United States.
  - (f) Marine Corps.
  - (g) Coast Guard
  - (h) Naval Militia
  - (i) Naval Reserve Force
  - (j) Marine Corps Reserve
  - (k) National Naval Volunteers
  - (l) Public Health Service detailed by the Secretary of the Treasury for duty with the Army (or Navy).
  - (m) Lighthouse Service transferred by the President to the service and jurisdiction of the War (or Navy) Department.
  - (n) Coast and Geodetic Survey transferred by the President to the service and jurisdiction of the War (or Navy) Department.
- } recognized by the Militia Bureau of the War Department.
- } recognized by the Navy Department.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)



Serial No. ....

Local Board.....  
 (Insert designation by stamp as directed by sec. 3 of Regulations.)

~~Read~~ *Read instructions on back before making out affidavit.*

Form No. 118, prepared by the Provost Marshal General.

Form of affidavit supporting exemption claimed by, or in respect of, a German alien residing in the United States.

# AFFIDAVIT OF GERMAN ALIEN SUPPORTING CLAIM OF EXEMPTION.

STATE OF .....

County of....., to wit:

I, ..... do solemnly swear that I am .....  
 (Name.) (See \*Note.) (Age.)  
 years old and reside at .....  
 (Street and Number.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)

and that Serial Number ..... was given me by Local Board.....

.....  
 (Insert official designation and address of Local Board.)

and that a claim for my exemption was filed with such Local Board on the .....  
 (Day.)

day of ..... 191....., on the ground that I am a subject of Germany  
 (Month.) (Year.)

residing in the United States.

I do further swear that I was born on the ..... day of .....  
 (See \*Note.) (Day.) (Month.)

in the year ..... at .....  
 (Year.) (Place, town or city.) (Kingdom, State or Dependency.)

in the German Empire, that I immigrated into the United States on the .....  
 (Day.)

day of ..... 1..... at the port of ..... in the  
 (Month.) (Year.) (Port or place of landing.)

State of ..... and that I { have } declared my intention to become a  
 { have not }  
 (Specify which.)

citizen of the United States .....  
 (If first papers have been taken out state the date and place of their being taken out.)

.....  
 (Signature of German making affidavit.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of ..... 191.....  
 (See \*Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of ..... County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

*Read this carefully before making out affidavit.*

**IMPORTANT INSTRUCTIONS.**

This form is to be used by a subject of Germany, residing in the United States, whether he has or has not declared his intention to become a citizen of the United States, and not by other aliens.

This affidavit must be filed with the Local Board issuing notice to the person sought to be exempted to appear for physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of a claim of exemption.

The German subject by, or in respect of whom, exemption has been claimed, must sign and swear, or affirm, to this affidavit before a notary public, or other officer vested with the power to take acknowledgments.

No subject of Germany residing in the United States, whether he has taken out his first papers or not, will be accepted for service.

When, in the opinion of a Local Board, any person registered and drawn for service is a subject of Germany, whether he has or has not declared his intention to become a citizen of the United States, or whether he, or some other person in respect of him, has or has not filed a claim for exemption, such person shall be exempted and a certificate of exemption issued to him.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
(Insert designation by stamp as directed by sec. 3 of Regulations.)~~Read instructions on back before making out affidavit.~~

From No. 119, prepared by the Provost Marshal General.

Form of affidavit supporting exemption claimed by, or in respect of, an alien, other than German, residing in the United States.

AFFIDAVIT OF RESIDENT ALIEN, OTHER THAN GERMAN, SUPPORTING  
CLAIM OF EXEMPTION.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that I  
(Name.) (See \* Note.)  
am ..... years old and reside at .....  
(Age.) (Street and Number.).....  
(City, town, and county or township or parish.) (State, Territory or District.)and that Serial Number ..... was given me by Local Board .....  
(Insert official designation of Local Board.)and that a claim for my exemption was filed with such Local Board on the .....  
(Day.)day of ....., 191...., on the ground that I was a resident alien (not German)  
(Month.) (Year.)

man) who had not taken out his first papers.

I do further solemnly swear that I was born on the ..... day of .....,  
(See \* Note.) (Day.) (Month.)in the year 18...., at ....., in the  
(Year.) (Place, town or city.) (State, Province or Dependency.).....; that I immigrated into the United States on the  
(Empire, Kingdom or Republic.)..... day of ....., 1...., at the port of  
(Day.) (Month.) (Year.)....., in the State of  
(Port or place of landing.).....; I { have } declared my intention to become a  
(Name of State.) { have not }  
(Strike out one.)

citizen of the United States .....

.....  
(If first papers have been taken out, give date and place where they have been taken out.)I do hereby bind myself to report in person, at once, to the said Local Board and  
to notify it whenever the conditions entitling me to exemption cease to exist......  
(Signature of alien making affidavit.).....  
(Address.)Subscribed and sworn to before me this ..... day of ....., 191....  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

*Read this carefully before making out affidavit.*

**IMPORTANT INSTRUCTIONS.**

This form is to be used by resident aliens, other than Germans.

The person by, or in respect of whom, exemption has been claimed, must sign and swear, or affirm, to this affidavit before a notary public, or other officer vested with the power to take acknowledgments.

This affidavit is to be filed with the Local Board issuing notice to the person sought to be exempted to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of the claim of exemption.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)



Serial No. ....

Local Board .....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Form No. 120, prepared by Provost Marshal General.

## CERTIFICATE OF EXEMPTION FROM MILITARY SERVICE.

This certifies that a claim for exemption having been filed with this Local Board on the.....day of....., 191....., by or in respect of, the person named  
(Day.) (Month.) (Year.)  
herein, on the ground that such person was.....

(State specific ground relied on in the claim for exemption.)

and said claim, in the opinion of this Local Board having been substantiated and the right of such person to a certificate established, in accordance with the act of Congress approved May 18, 1917, and the Rules and Regulations prescribed by the President thereunder, therefore.....

(Name.)

who resides at.....,  
(Street and Number.) (City, town, and county or township or parish.)

....., whose Serial Number.....was given  
(State, Territory or District.)

him by this Local Board, is hereby exempted from immediate liability to serve under the present call for military service of the United States made by this Local Board.

The person to whom this certificate is issued must report to this Local Board as follows:\*

† This certificate expires on the.....day of....., 191..... and is  
(Day.) (Month.) (Year.)  
thereafter null, void, and of no effect, unless before said date it is renewed.

This certificate is issued subject to all the limitations and conditions of said act of Congress and all the Rules and Regulations prescribed thereunder, amongst which are:

1. It shall not continue when a cause therefor no longer exists.
2. It may at any time be revoked, withdrawn, or modified by this Local Board so as to render such person liable to military service, or it may be renewed.
3. The person to whom it is issued shall immediately report in person and shall notify this board of—
  - (a) The discontinuance of the cause for the issuance of this certificate, or
  - (b) Any change which might modify in any way the cause of his exemption.
4. Upon receiving notice that this certificate has been revoked, withdrawn, modified, or renewed, the person to whom it is issued shall at once present it in person to this Local Board and surrender it.
5. A failure to report in person or to give notice as herein required, or to conform to any of the conditions hereof will be sufficient ground for the immediate revocation and withdrawal of this certificate.
6. The decision granting this certificate is subject to review on appeal, and may be affirmed, modified, or reversed by the District Board having jurisdiction. This certificate may be affirmed, modified, or withdrawn in accordance with the decision of such District Board.

Local Board .....  
(Insert designation.)By .....  
Chairman......  
Clerk.

Dated this ..... day of ..... , 191.....  
(Day.) (Month.) (Year.)

\* Fill in time for reporting if the evidence discloses, in the opinion of the Local Board, a definite date when the conditions entitling such person to a certificate of exemption will cease to exist. If the evidence does not disclose such date, strike out this clause.

† The date of the expiration of the certificate of exemption must be inserted by the Local Board whenever under the circumstances, in the opinion of the Local Board, the cause for the issuance of this certificate will cease to exist. If no such time can, in the opinion of the Local Board, be fixed, strike out this clause.

[The penalty clause (see page 6) is to appear on back.]

Serial No. ....

Local Board .....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

**Read instructions on back before making out this claim.**

Form No. 121, prepared by Provost Marshal General.

Form to be used when person claiming discharge files claim himself.

## CLAIM OF DISCHARGE FROM SELECTIVE DRAFT.

I, ..... Serial Number. ....

(Name of person making claim for discharge.)

(Insert same number  
as appears on  
notice for physical  
examination.)

hereby certify that I am ..... years old and reside at .....

(Street and number.)

(City or town and county or township or parish.)

(State, Territory or District.)

I hereby respectfully claim discharge from selective draft on the following ground,  
that I am:

Instruction: Place a cross (X) before grounds of discharge relied upon.

(a) .... A county or municipal officer.

(The term "county and municipal officers" is defined by the rules and regulations promulgated under the Selective Service Act to be any county or municipal officer, including therein officers of townships, cities, boroughs, parishes, towns, and villages, who has been elected to his office by popular vote and whose office may not be filled by appointment for an unexpired term.)

(b) .... A customhouse clerk of the United States.

(c) .... A person employed by the United States in the transmission of mails.

(d) .... An artificer or workman employed in—~~an arsenal—armory—or navy~~  
yard—of the United States.  
(Strike out words not applicable.)

(e) .... An employee in the service of the United States necessary to the adequate and effective operation of a department, commission, board, bureau, or division or branch of the Government.

(f) .... A licensed pilot.

(g) .... A mariner actually employed in the sea service of a citizen or merchant within the United States.

(h) .... A person having dependents upon his labor for support (and also mark with a cross (X) one of the following five subclasses):

.... 1. A married man with wife or child dependent upon his labor for support.

.... 2. A son of a widow dependent upon his labor for support.

.... 3. A son of aged or infirm parent or parents dependent upon his labor for support.

.... 4. A father of a motherless child under 16 years of age dependent upon his labor for support.

.... 5. A brother of child (or children) under 16 years of age who has (or have) neither father nor mother and is (or are) dependent upon his labor for support.

(i) .... A person who was a member of a well-recognized religious sect or organization, organized and existing May 18, 1917, whose then existing creed or principles forbade its members to participate in war in any form and whose religious convictions are against war or participation therein in accordance with the creed or principles of said well-recognized religious sect or organization.

(j) .... A person convicted of a felony.

(Signature of person claiming discharge for himself.)

(Address.)

Dated: ..... day of ....., 191.....  
(Day.) (Month.) (Year.)  
(Fill in date.)

(The following to appear on back:)

**Read these instructions carefully before making out claim.**

#### IMPORTANT INSTRUCTIONS.

The claim for discharge from military service is to be filed with the same Local Board by which the person was notified to appear for physical examination. The claim must be filed with said Local Board on or before the seventh day after the mailing by the Local Board of such notice to the person sought to be discharged to appear for physical examination.

This form is to be used where claim for discharge is made by the person *himself* claiming discharge for himself. When the claim is made by some other person in respect of the person sought to be discharged use Form No. 122.

Where more than one ground for discharge is relied on, each claim must be made on separate forms and filed at the place and within the time above specified.

#### PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission is a principal. (Sec. 332, Criminal Code of United States.)

Serial No. ....

Local Board: .....

(Insert designation by stamp, as directed by sec. 3 of Regulations.)

*Read instructions on back before making out this claim.*

Form No. 122, prepared by the Provost Marshal General.

Form to be used when the claim for discharge is made by a person other than the person sought to be discharged.

## CLAIM OF DISCHARGE FROM SELECTIVE DRAFT.

I, ..... hereby certify that.....  
 (Name of person making claim.) (Name of person in respect  
 of whom discharge is sought.) ..... whose Serial Number is .....  
 (Insert same number as appears on  
 notice to take physical examination.)

who is personally well known to me, is ..... years old and resides at.....  
 (Street  
 and number.) (City or town and county, or township or parish.) (State, Territory, or District.)

I hereby claim discharge from military service, in respect of the said .....  
 on the following ground, that he is: .....

Place a cross X before grounds of discharge relied on.

(a) .... County or municipal officer.

(The term "county and municipal officers" is defined by the rules and regulations promulgated under the Selective Service Act to be any county or municipal officer, including therein officers of townships, cities, boroughs, parishes, towns, and villages, who has been elected to his office by popular vote and whose office may not be filled by appointment for an unexpired term.)

(b) .... A customhouse clerk of the United States.

(c) .... A person employed by the United States in the transmission of mails.

(d) .... An artificer and workman employed in an arsenal, armory, or navy  
 yard of the United States. (Strike out words not applicable.)

(e) .... A civil employee in the service of the United States, necessary to the effective operation of a department, commission, board, bureau, or division or branch of the Government.

(f) .... A licensed pilot.

(g) .... A mariner actually employed in sea service of a citizen or merchant within the United States.

(h) .... A person having dependents upon his labor for support (and also mark with X one of the following five subclasses):

.... 1. A married man with wife or child dependent upon his labor for support.

.... 2. Son of widow dependent upon his labor for support.

.... 3. A son of aged or infirm parent or parents dependent upon his labor for support.

.... 4. A father of motherless child under 16 years of age dependent upon his labor for support.

.... 5. A brother of child (or children) under 16 years of age who has (or have) neither father nor mother and is (or are) dependent upon his labor for support.

(i) .... A person who was a member of a well-recognized religious sect or organization, organized and existing May 18, 1917, whose then existing creed or principles forbade its members to participate in war in any form and whose religious convictions are against war or participation therein, in accordance with the creed or principles of said religious organization.

(j) .... A person convicted of felony.

.....  
 (Signature of person making the claim of  
 discharge for another.)

.....  
(Address.)

Dated: ..... day of ..... 191....  
 (Day.) (Month.) (Year.)  
 (Fill in date.)



(The following to appear on back:)

~~Read these instructions carefully before making out claim.~~

#### IMPORTANT INSTRUCTIONS.

The claim for discharge from military service is to be filed with the same Local Board by which the person was notified to appear for physical examination. The claim must be filed with said Local Board on or before the *seventh* day after the mailing by the Local Board of such notice to the person sought to be discharged to appear for physical examination.

This form is to be used where claim is for discharge made by some other person in respect of a person sought to be discharged and *not* when it is made by one claiming discharge for himself. When the claim is made *by the person himself*, claiming discharge, use form No. 121.

Where more than one ground for discharge is relied on, each claim must be made on separate forms and filed at the place and within the time above specified.

#### PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission is a principal. (Sec. 332, Criminal Code of United States.)

Serial No. ....

Local Board.....  
 (Insert designation by stamp as directed by sec. 3 of Regulations.)

~~Read instruction on back before making out affidavit.~~

Form No. 123, prepared by the Provost Marshal General.

Form of affidavit in support of claim for discharge filed by, or in respect of, a county or municipal officer.

# AFFIDAVIT OF CLERK SUPPORTING CLAIM FOR DISCHARGE OF COUNTY OR MUNICIPAL OFFICER.

STATE OF.....,

County of....., to wit:

I, ..... do solemnly swear that  
 (Name.) (See \* Note.)

I now hold the office of ..... clerk in the  
 (See Note 1.)

..... of .....  
 (See Note 1.) (Name of place.)

.....; that.....  
 (Name of State, Territory or District.) (Name of person whose discharge is sought.)

who is personally known to me, resides at .....  
 (Street and Number.)

in said ..... and Serial Number.....  
 (See Note 1.)

was given him by Local Board.....  
 (Insert official designation and address of Local Board.)

and that a claim for discharge of said person was filed by, or in respect of him, with  
 said Local Board, on the ..... day of ..... 191...  
 (Day.) (Month.) (Year.)

based on the ground that he was a {county  
 {municipal} officer.  
 (Specify which.)

I do further solemnly swear that the said .....  
 (See \* Note.) (Name of officer.)

does now hold the public office within the said..... of  
 (See Note 1.)

....., and the said person named was elected  
 (Insert title and description of office.)

by popular vote to the said office on the ..... day of .....  
 (Day.) (Month.)

191..., and his term of office will expire on the ..... day of .....  
 (Year.) (Day.) (Month.)

191..., and that the unexpired term of said office may not be filled by appointment.  
 (Year.)

.....  
 (Signature of clerk making affidavit.)

.....  
 (Official title of clerk.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of ..... 191...  
 (See \* Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Insert above as the case may be either county, township, city, borough, parish, town, or village.

(The following to appear on back:)

*Read this carefully before making out affidavit.*

**IMPORTANT INSTRUCTIONS.**

The term county and municipal officer is defined by the rules and regulations promulgated under the Selective Service Act to be any county or municipal officer, including therein officers of counties, townships, cities, boroughs, parishes, towns, and villages, who has been elected to his office by popular vote and whose office may not be filled by appointment for an unexpired term.

The affidavit in support of a claim for discharge of a county or municipal officer should be made on the accompanying form by the county clerk or like officer of the county, township, city, borough, parish, town, or village of which such person is an officer, who should sign and swear or affirm to this affidavit before a notary or other officer vested with power of taking acknowledgment.

The affidavit is to be filed with the Local Board issuing notice to the county or municipal officer to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of a claim of exemption.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....

(Insert designation by stamp as directed by sec. 3 of regulations.)

~~Read~~ *Read instructions on back before making out affidavit.*

Form No. 124, prepared by the Provost Marshal General.

Form of affidavit in support of claim for discharge filed by or in respect of a customhouse clerk.

AFFIDAVIT OF COLLECTOR OR DEPUTY COLLECTOR IN SUPPORT OF  
CLAIM FOR DISCHARGE OF CUSTOMHOUSE CLERK.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that I am  
 (Name of collector or deputy.) (See \* Note.)  
 the ..... Collector of Customs, and as such have charge of  
 (Deputy.)  
 the customhouse at the port of ..... in  
 (Place.)  
 the .....; that .....  
 (State, Territory or District.) (Name of  
 ....., who is personally known to me, is employed as a clerk in the  
 customhouse clerk.)  
 said customhouse of the United States; and that the said customhouse clerk has stated to  
 me that he is ..... years old, and resides at .....  
 (Age.) (Street and Number.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)  
 and that Serial Number ..... was given him by Local Board .....

(Insert official designation and address of Local Board.)

and that a claim for his discharge was filed with the said Local Board on the .....  
 day of ....., 191... on the ground that he was a customhouse  
 (Day.)  
 (Month.) (Year.)  
 clerk of the United States.

I do further solemnly swear that, in my opinion, the said clerk is necessary to  
 (See \* Note.)  
 the effective operation or administration of such customhouse, and that he can not  
 be replaced by another person without substantial material loss of efficiency in such  
 operation or administration.

I do hereby bind myself, so long as I hold my present office, at once, to notify the said  
 Local Board if said clerk is transferred to a position in which he is not necessary to the  
 effective operation or administration of such customhouse, or if he ceases to be em-  
 ployed as a customhouse clerk, or whenever said conditions entitling such cus-  
 tomhouse clerk to discharge cease to exist; and I will also request my successor in  
 office to give such a notice.

.....  
 (Signature of ..... Collector of United States customhouse.)  
 [Deputy.]

(Address.)

Subscribed and sworn to before me this ..... day of ....., 191...  
 (See \* Note.) (Day.) (Month.) (Year.)

Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
 tute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."



(The following to appear on back:)

***Read this carefully before making out affidavit.***

**IMPORTANT INSTRUCTIONS.**

An affidavit in support of a claim for discharge of a clerk employed in the custom-house of the United States must be signed by the collector or deputy collector having charge of the customhouse in which the clerk sought to be discharged is employed, and should be made on the accompanying form.

This affidavit is to be filed with the Local Board, and must be presented to said Local Board within 10 days after the filing with said Local Board of a claim for discharge.

This affidavit must be signed and sworn or affirmed to by the collector or deputy collector before a notary or other officer vested with the power to take acknowledgments.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board.....

(Insert designation by stamp as directed by sec. 3 of regulations.)

~~Read these instructions carefully before making out affidavit.~~

Form No. 125, prepared by the Provost Marshal General.

Form of affidavit supporting claim for discharge by, or in respect of, a person employed by the United States in the transmission of mails.

AFFIDAVIT OF PERSON HAVING DIRECT SUPERVISION OF PERSON  
EMPLOYED BY THE UNITED STATES IN TRANSMISSION OF MAILS.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that:  
(Name of affiant.) (See \* Note.)I am the ..... and I was  
(State exact official title.)appointed to said office by the {President  
Postmaster General} of the United States; that.....  
(Specify which.)....., who is personally  
(Name of employee for whom discharge is claimed.)

known to me, is employed by the United States in the transmission of the mails as

.....  
(State position held by employee for whom discharge is sought and duties of such employee.)  
and that as such employee, he is under my direct supervision and control; and that  
the said employee has stated to me that he is ..... years old, and resides at  
(Age.).....  
(Street and Number.) (City, town and county or township or parish.) (State, Territory or District.)  
and that Serial Number ..... was given him by Local Board .........., and that a claim  
(Insert official designation and address of Local Board.)for his discharge, was filed with said Local Board on the ..... day of .....  
(Day.) (Month.)191..., on the ground that he was then a person employed by the United States in the  
(Year.)  
transmission of mails.I do further solemnly swear that, in my opinion, such employee is necessary to  
(See \* Note.)  
the effective and adequate transmission of the mails, and can not be replaced by  
another person without substantial material loss of efficiency in the effective and  
adequate transmission of the mails.I do hereby bind myself, at once, to notify said Local Board, during the period said  
employee is under my supervision, if such employee is transferred to a position in  
which he is not necessary in the effective and adequate transmission of the mails, or  
whenever conditions entitling him to the said discharge cease to exist; and I will  
also request my successor in office to give such notice......  
(Signature of person making affidavit.).....  
(Official title.).....  
(Address.)Subscribed and sworn to before me this..... day of ..... 191.....  
(See Note.\*) (Day.) (Month.) (Year.).....  
(Notary Public.)

State of..... County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

~~Read~~ *Read this carefully before making out affidavit.*

**IMPORTANT INSTRUCTIONS.**

This affidavit, in support of a claim for discharge of a person employed by the United States in the transmission of mails, must be signed by the postmaster, or some appointee of the President or the Postmaster General having direct supervision of the employee whose discharge is sought.

The affidavit must be signed and sworn or affirmed to, before a notary or other officer vested with the power of taking acknowledgments.

This affidavit is to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of the claim for discharge.

All blanks must be filled in legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause p. 6.)

Serial No. ....

Local Board .....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

*Read instructions on back before making out affidavit.*

Form No. 126, prepared by the Provost Marshal General.

Form of affidavit supporting claim for discharge by, or in respect of, an artificer or workman employed in an armory, arsenal, or navy yard of the United States.

AFFIDAVIT OF COMMANDANT, OR OFFICER HAVING COMMAND OF A UNITED STATES ARMORY, ARSENAL, OR NAVY YARD IN WHICH AN ARTIFICER OR WORKMAN, SOUGHT TO BE DISCHARGED, IS EMPLOYED.

STATE OF.....

County of....., to wit:

I, ....., do solemnly swear that:

(Name of affiant.)

(See \* Note.)

I am ....., and that as such officer

(Give rank and branch of service.)

I am at present .....

(Insert words: "Commandant" or "officer having command.")

..... of the .....

(Specify: Armory, arsenal, or navy yard.)

United States at .....

(Place.)

(State, Territory or

District.) ....., that .....

(Name of artificer or workman sought to be discharged.)

employed as a .....

(Artificer or workman.)

(Armory, arsenal

or navy yard.) ....., and he has stated to me that he is .....

(Age.)

resides at .....

(Street and Number.)

(City, town and county or township or Parish.)

....., and that Serial Number ..... was given him by

(State, Territory or District.)

Local Board .....

(Insert official designation and address of Local Board.)

and that a claim for his discharge was filed with said Local Board on the .....

(Day.)

of ....., 191....., on the ground that he was {an artificer} employed

(Month.)

(Year.)

{a workman}

(Strike out one.)

in {an armory  
an arsenal  
a navy yard  
Specify which.}

} of the United States.

I do further solemnly swear that the said person is, in my opinion, necessary to

(See \* Note.)

the efficient and adequate operation of such .....

(Insert armory, arsenal, or navy yard.)

of the United States, and can not be replaced by another person without substantial material loss of efficiency in the effective and adequate operation thereof.

I do hereby bind myself, at once, to notify said Local Board, if, during the period of my assignment, the said employee is transferred to a position in which he is not necessary to the efficient and adequate operation of said .....

(Armory, arsenal, or navy yard.)

or if he ceases to be employed as .....

(Artificer or workman.)

therein, or whenever the

conditions entitling such person to discharge cease to exist, and I will also request my

~~successor in command~~ to give such a notice......  
(Signature of officer making affidavit.).....  
(Rank and title.).....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....

(See \* Note.)

(Day.)

(Month.)

(Year.)

Notary Public.

State of ....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."



(The following to appear on back:)

*Read these instructions carefully before making out affidavit.*

**IMPORTANT INSTRUCTIONS.**

Where a claim for discharge of any artificer or workman employed in any armory, arsenal, or navy yard of the United States has been properly filed, it must be supported by an affidavit, signed by the commandant or officer having command of the armory, arsenal, or navy yard in which such person sought to be discharged is employed.

The officer making this affidavit must sign and swear, or affirm, to the affidavit before a notary or other person vested with the power to take acknowledgments.

This affidavit is to be filed with the Local Board issuing notice to the person sought to be discharged, to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of a claim of discharge.

All blanks must be filled in legibly in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

**Local Board** .....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

*Read instructions on back before making out affidavit.*

Form No. 127, prepared by the Provost Marshal General.

Form of affidavit supporting claim for discharge by, or in respect of, a person employed in the service of the United States, designated by the President to be exempted.

**AFFIDAVIT OF OFFICIAL OF THE GOVERNMENT, HAVING DIRECT SUPERVISION AND CONTROL OF DEPARTMENT, COMMISSION, BOARD, BUREAU, DIVISION, OR BRANCH OF THE GOVERNMENT OF THE UNITED STATES, IN WHICH IS EMPLOYED THE PERSON SOUGHT TO BE DISCHARGED.**

STATE OF .....

County of ..... to wit:

I, ..... do solemnly swear that  
(Name of affiant.) (See \* Note.)I am an official of the Government of the United States and hold the office of ..... and as such have  
(State exact official title or position held.)direct supervision and control of the .....  
(Name of department, commission, board, bureau, division, or branch of the Government.); that ..... who  
(Name of employee for whom discharge is claimed.)  
is personally known to me, is now employed in the service of the United States  
as ..... and is an employee  
(State position held by the person sought to be discharged.)of the said .....  
(Name of department, commission, board, bureau, division, or branch of the Government of the United States.)  
of which I have direct supervision and control; and that the said employee has stated to me that he is ..... years old, and resides at .....

(Age.) (Street and Number.)

.....  
(City, town, and county or township or parish.) (State, Territory, or District.)

and that Serial Number ..... was given him by Local Board .....

..... and that a claim for his discharge was filed with said Local Board on the ..... day of .....  
(Day.) (Month.)191....., on the ground that he was an employee in the service of the United  
(Year.)

States necessary to the adequate and effective operation of such department, commission, board, bureau, division, or branch of the Government.

I do further solemnly swear that, in my opinion, the said employee is necessary to  
(See \* Note.)the adequate and effective operation of such .....  
(Name of department, commission, board, bureau, division, or branch of the Government.)  
in the service of the United States, and

can not be replaced by another person without substantial material loss in the adequate and effective operation thereof.

I hereby bind myself, at once, to notify said Local Board during the period such employee is under my supervision and control if said employee is transferred to a position in which he is not necessary to such adequate and effective operation, or if he ceases to be employed as above stated, or whenever the conditions entitling such employee to discharge cease to exist, and I will also request my successor in office to give such notice.

.....  
(Signature of official making affidavit.).....  
(Official title.)Subscribed and sworn to before me this ..... day of ..... 191...  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ..... County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

***Read this carefully before making out affidavit.***

**IMPORTANT INSTRUCTIONS.**

This form should be used where discharge has been claimed by, or in respect of any person employed in the service of the United States; but not in case of an officer of the United States (which means any person holding a legislative, executive, or judicial office created under the Constitution or laws of the United States), nor of a person in the military or naval service of the United States. For such cases see Form No. 112 and Nos. 116, 117.

This affidavit must be signed by the official of the Government of the United States having direct supervision and control of the department, commission, board, bureau, division, or branch of the Government in which the person sought to be discharged is employed. In case the person sought to be discharged is employed in the legislative or judicial branch of the Government the affidavit may be altered and signed by the official under whom such person serves. (See Subdivision E, Sec. 20, of Rules and Regulations.)

The official of the Government making this affidavit must sign and swear or affirm to it before a notary or other person vested with the power to take acknowledgments.

This affidavit is to be filed with the local board issuing notice to the employee, sought to be discharged, to appear for his physical examination and must be presented to said local board within 10 days after the filing with said Local Board of the claim for discharge.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
 (Insert designation by stamp as directed by sec. 3 of Regulations.)

~~See~~ Read instructions on back before making out affidavit. ~~See~~

Form No. 128, prepared by the Provost Marshal General.

Form of affidavit supporting claim of discharge by, or in respect of, a licensed pilot regularly employed in the pursuit of his vocation.

**AFFIDAVIT OF COLLECTOR, OR DEPUTY COLLECTOR, IN SUPPORT OF  
A CLAIM FOR DISCHARGE OF A LICENSED PILOT.**

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear that I am the  
 (Name of Collector or Deputy.) (See \*Note.)

..... Collector of Customs of the port of ....., in the  
 (Deputy, if so.) (Name of port.)

....., and that ..... who is  
 (State, Territory, or District.) (Name of pilot.)

personally known to me, is a licensed pilot regularly employed in the pursuit of  
 his vocation, sailing regularly from the port named, and that the said pilot has stated,  
 to me that he is ..... years old and resides at .....  
 [Age.] (Street and Number.)

.....  
 (City, town, and county or township or parish.)

..... and that Serial Number.....  
 (State, Territory or District.)

was given him by Local Board.....  
 (Insert official designation and address of Local Board.)

and that a claim for his discharge was filed with said Local Board on the .....  
 (Day.)

day of ....., 191....., on the ground that he was then a licensed  
 (Month.) (Year.) pilot.

I do hereby bind myself that if said pilot ceases to be regularly employed in the  
 pursuit of his vocation at the port named, or whenever conditions entitling him to  
 discharge cease to exist, I will, at once, report to said Local Board and notify it, and  
 will also request my successor in office to give such a notice.

.....  
 (Signature of....., Collector of port.)  
 (Deputy.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of .....  
 (See \*Note.) (Day.) (Month.)  
 191.....  
 (Year.)

.....  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of ~~affidavit~~ and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."



(The following to appear on back:)

***Read these instructions carefully before making out affidavit.***

**IMPORTANT INSTRUCTIONS.**

An affidavit in support of a claim for discharge of a licensed pilot must be signed by the Collector or Deputy Collector of the port from which he regularly sails.

The affidavit must be signed and sworn or affirmed to by such collector or deputy collector before a notary, or other officer vested with the power to take acknowledgments.

This affidavit is to be filed with the Local Board issuing notice to the licensed pilot to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of the claim for discharge.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, page 6.)

Serial No. ....

Local Board .....  
(Insert designation by stamp as directed by sec. 3 of Regulations.)*Read instructions on back before making out affidavit.*

Form No. 129, prepared by the Provost Marshal General.

Form of affidavit supporting claim for discharge by or in respect of, a mariner actually employed by an individual, firm, or partnership in the sea service of any citizen or merchant within the United States.

AFFIDAVIT OF EMPLOYER OF MARINER SOUGHT TO BE DISCHARGED  
IN SUPPORT OF CLAIM FOR DISCHARGE OF SUCH MARINER.

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear that I  
(Name of employer.) (See \* Note.)am a {citizen of.....} the United States† and a member of the partnership or firm  
{merchant within} (Specify which.)trading under the style and firm name of.....†  
(Insert partnership or firm name.)† (Strike out words after "United States" if this affidavit is not made by a member of a partnership or firm,  
and as such now engaged in the business and occupation of .....(State actual sea service engaged in, giving name of concern and position therein held by affiant, and  
nature of sea service engaged in.)and that ....., who is personally known to me,  
(Name of mariner.)is employed by me as a mariner actually engaged in the sea service above  
specified; that the said mariner has stated to me that he is..... years old, and resides  
(Age.)at.....  
(Street and Number.) (City, town, and county or township or parish.)....., and that Serial Number ..... was given him by  
(State, Territory or District.)Local Board.....  
(Insert official designation and address of Local Board.)and that a claim for his discharge was filed with said Local Board on the ..... day  
(Day.)of ....., 191..., on the ground that he was then a mariner actually em-  
(Month.) (Year.)  
ployed in the sea service of a citizen or merchant within the United States.I do further state that, in my opinion, the said mariner is necessary to the adequate  
and effective operation of the above mentioned sea service in which he is employed,  
and can not be replaced by another person without substantial material loss of  
efficiency in the adequate and effective operation of such sea service.I hereby bind myself that if said mariner is transferred to a position in which he is  
not necessary to the adequate and effective operation of said sea service, or if he  
ceases to be employed as above stated, as a mariner, or whenever the conditions  
entitling such mariner to discharge cease to exist, at once, to report to said Local  
Board and notify it of such facts......  
(Signature of employer making affidavit.).....  
(Address.)Subscribed and sworn to before me this ..... day of ....., 191....  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."

(The following to appear on back:)

~~Read these instructions carefully before making out affidavit.~~

**IMPORTANT INSTRUCTIONS.**

The term "sea service" is to include the services of mariners actually employed in the marine service of any citizen or merchant within the United States, on the Great Lakes and their connecting waters.

This form of affidavit is to be used when the mariner is employed by an individual, firm, or partnership. When the mariner is employed by a corporation use Form 129a.

Where a claim for discharge on this ground was made by, or in respect of, any mariner actually employed in the sea service of any citizen or merchant within the United States, the affidavit in support of such claim must be signed by his employer.

This affidavit is to be filed with the Local Board issuing notice to mariner to appear or his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of the claim for discharge.

This affidavit, in support of the claim for discharge of a mariner, must be signed by his employer, who must sign and swear, or affirm, to it before a notary public or other officer vested with the power to take acknowledgments.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
(Insert designation by stamp as directed by sec. 3 of Regulations.)*Read instructions on back before making out affidavit.*

Form No. 129a, prepared by the Provost Marshal General.

Form of affidavit supporting claim for discharge by or in respect of, a mariner actually employed by a corporation, in the sea service of any citizen or merchant within the United States.

AFFIDAVIT OF EMPLOYER OR MARINER SOUGHT TO BE DISCHARGED  
IN SUPPORT OF CLAIM FOR DISCHARGE OF SUCH MARINER.

STATE OF.....

County of....., to wit:

I, ....., do solemnly  
(Name of officer of corporation making affidavit.)swear that I am..... of the  
(See \* Note.) (State title of office held in corporation.)....., a corporation organized and existing  
(Name of corporation.)under the laws of the State of....., and that I am duly authorized  
to act for such corporation in making this affidavit, and that such corporation is, within  
the meaning of the Selective Service Act, a citizen of—merchant within the United  
(Specify which by striking out one.)States and that such corporation is now engaged in the business and occupation of  
.....(State actual sea service engaged in, giving name of concern and position therein held by affiant, and  
nature of sea service engaged in.)and that....., who is personally known to me, is  
(Name of mariner.)employed by such corporation as a mariner actually engaged in the sea service above  
specified; that the said mariner has stated to me that he is..... years old, and resides  
(Age.)at.....  
(Street and Number.) (City, town, and county or township or parish.)....., and that Serial Number..... was given him by  
(State, Territory, or District.)Local Board.....  
(Insert official designation and address of Local Board.)and that a claim for his discharge was filed with said Local Board on the..... day  
(Day.)of....., 19....., on the ground that he was then a mariner actually em-  
(Month.) (Year.)

ployed in the sea service of a citizen or merchant within the United States.

I do further state that, in my opinion, the said mariner is necessary to the adequate  
and effective operation of the above mentioned sea service in which he is employed,  
and can not be replaced by another person without substantial material loss of effi-  
ciency in the adequate and effective operation of such sea service.The said corporation binds itself if said mariner is transferred to a position in which he  
is not necessary to the adequate and effective operation of said sea service, or if he  
ceases to be employed as above stated as a mariner, or whenever the conditions  
entitling such mariner to discharge cease to exist, at once, to notify said Local  
Board.\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."



(The following to appear on back:)

***Read these instructions carefully before making out affidavit.***

**IMPORTANT INSTRUCTIONS.**

An affidavit in support of a claim for discharge of a licensed pilot must be signed by the Collector or Deputy Collector of the port from which he regularly sails.

The affidavit must be signed and sworn or affirmed to by such collector or deputy collector before a notary, or other officer vested with the power to take acknowledgments.

This affidavit is to be filed with the Local Board issuing notice to the licensed pilot to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of the claim for discharge.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, page 6.)

Serial No. ....

Local Board .....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

*Read instructions on back before making out affidavit.*

Form No. 129, prepared by the Provost Marshal General.

Form of affidavit supporting claim for discharge by or in respect of, a mariner actually employed by an individual, firm, or partnership in the sea service of any citizen or merchant within the United States.

**AFFIDAVIT OF EMPLOYER OF MARINER SOUGHT TO BE DISCHARGED  
IN SUPPORT OF CLAIM FOR DISCHARGE OF SUCH MARINER.**

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear that I  
(Name of employer.) (See \* Note.)

am a {citizen of.....} the United States† and a member of the partnership or firm  
{merchant within} (Specify which.)

trading under the style and firm name of.....†  
(Insert partnership or firm name.)

† (Strike out words after "United States" if this affidavit is not made by a member of a partnership or firm,  
and as such now engaged in the business and occupation of .....

(State actual sea service engaged in, giving name of concern and position therein held by affiant, and  
nature of sea service engaged in.)

and that ....., who is personally known to me,  
(Name of mariner.)

is employed by me as a mariner actually engaged in the sea service above  
specified; that the said mariner has stated to me that he is..... years old, and resides  
(Age.)

at.....  
(Street and Number.) (City, town, and county or township or parish.)

....., and that Serial Number ..... was given him by  
(State, Territory or District.)

Local Board.....  
(Insert official designation and address of Local Board.)

and that a claim for his discharge was filed with said Local Board on the ..... day  
(Day.)

of ....., 191..., on the ground that he was then a mariner actually em-  
(Month.) (Year.)

ployed in the sea service of a citizen or merchant within the United States.

I do further state that, in my opinion, the said mariner is necessary to the adequate  
and effective operation of the above mentioned sea service in which he is employed,  
and can not be replaced by another person without substantial material loss of  
efficiency in the adequate and effective operation of such sea service.

I hereby bind myself that if said mariner is transferred to a position in which he is  
not necessary to the adequate and effective operation of said sea service, or if he  
ceases to be employed as above stated, as a mariner, or whenever the conditions  
entitling such mariner to discharge cease to exist, at once, to report to said Local  
Board and notify it of such facts.

.....  
(Signature of employer making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."

(The following to appear on back:)

***Read these instructions carefully before making out affidavit.***

**IMPORTANT INSTRUCTIONS.**

The term "sea service" is to include the services of mariners actually employed in the marine service of any citizen or merchant within the United States, on the Great Lakes and their connecting waters.

This form of affidavit is to be used when the mariner is employed by an individual, firm, or partnership. When the mariner is employed by a corporation use Form 129a.

Where a claim for discharge on this ground was made by, or in respect of, any mariner actually employed in the sea service of any citizen or merchant within the United States, the affidavit in support of such claim must be signed by his employer.

This affidavit is to be filed with the Local Board issuing notice to mariner to appear or his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of the claim for discharge.

This affidavit, in support of the claim for discharge of a mariner, must be signed by his employer, who must sign and swear, or affirm, to it before a notary public or other officer vested with the power to take acknowledgments.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
(Insert designation by stamp as directed by sec. 3 of Regulations.)~~Read instructions on back before making out affidavit.~~

Form No. 129a, prepared by the Provost Marshal General.

Form of affidavit supporting claim for discharge by or in respect of, a mariner actually employed by a corporation, in the sea service of any citizen or merchant within the United States.

**AFFIDAVIT OF EMPLOYER OR MARINER SOUGHT TO BE DISCHARGED  
IN SUPPORT OF CLAIM FOR DISCHARGE OF SUCH MARINER.**

STATE OF.....,

County of....., to wit:

I, ....., do solemnly  
(Name of officer of corporation making affidavit.)swear that I am..... of the  
(See \* Note.) (State title of office held in corporation.)....., a corporation organized and existing  
(Name of corporation.)under the laws of the State of....., and that I am duly authorized  
to act for such corporation in making this affidavit, and that such corporation is, within  
the meaning of the Selective Service Act, a citizen of—merchant within the United  
(Specify which by striking out one.)States and that such corporation is now engaged in the business and occupation of  
..........  
(State actual sea service engaged in, giving name of concern and position therein held by affiant, and  
nature of sea service engaged in.)and that ....., who is personally known to me, is  
(Name of mariner.)employed by such corporation as a mariner actually engaged in the sea service above  
specified; that the said mariner has stated to me that he is..... years old, and resides  
(Age.)at.....  
(Street and Number.) (City, town, and county or township or parish.)....., and that Serial Number..... was given him by  
(State, Territory, or District.)Local Board.....  
(Insert official designation and address of Local Board.)and that a claim for his discharge was filed with said Local Board on the..... day  
(Day.)of....., 19....., on the ground that he was then a mariner actually em-  
(Month.) (Year.)

ployed in the sea service of a citizen or merchant within the United States.

I do further state that, in my opinion, the said mariner is necessary to the adequate  
and effective operation of the above mentioned sea service in which he is employed,  
and can not be replaced by another person without substantial material loss of effi-  
ciency in the adequate and effective operation of such sea service.The said corporation binds itself if said mariner is transferred to a position in which he  
is not necessary to the adequate and effective operation of said sea service, or if he  
ceases to be employed as above stated as a mariner, or whenever the conditions  
entitling such mariner to discharge cease to exist, at once, to notify said Local  
Board.

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."



In testimony whereof, the.....  
 (Name of corporation.)  
 has caused this affidavit to be signed by.....  
 (Name of officer of corporation making affidavit.)  
 its president—vice president—treasurer, attested by.....  
 (Specify which by striking out two.) (Name of secretary.)  
 its secretary, and its corporate seal thereto affixed, and doth hereby constitute and  
 appoint ..... of  
 (Name of officer of corporation making affidavit.)  
 ....., its true  
 (Postoffice address of officer of corporation making affidavit including city and State.)  
 and lawful attorney in fact and for it and in its name and behalf to appear before the  
 proper officer or officers and acknowledge this affidavit as the act and deed of the  
 .....  
 Name of corporation.)

.....  
 (Name of corporation.)  
 By ..... { *President.*  
*Vice President.* }  
*Treasurer.* }  
 (Specify which.)  
 Attest: ....., *Secretary.*  
 .....  
 (Address of corporation.)

State of .....,  
 County of ....., to wit:  
 I hereby certify that on this ..... of ....., 191....., before me, a  
 (Day.) (Month.) (Year.)  
 notary public for said State and county, personally appeared .....  
 (Name of officer of corporation  
 making affidavit.)  
 ....., attorney named in the foregoing affidavit and ac-  
 knowledged the said affidavit to be the act and deed of the said .....  
 (Name of corporation.)  
 In witness whereof, I have set my hand and affixed my notarial seal this .....  
 (Day.)  
 of ....., 191.....  
 (Month.) (Year.)

.....  
*Notary Public.*  
 State of .....,  
 County of .....

(The following to appear on back:)

~~Read these instructions carefully before making out affidavit.~~

**IMPORTANT INSTRUCTIONS.**

The term "sea service" is to include the services of mariners actually employed in the marine service of any citizen or merchant within the United States, on the Great Lakes and their connecting waters.

Use this form of affidavit when the mariner is employed by a corporation. If the mariner is employed by an individual, firm, or partnership, use Form 129.

Where a claim for discharge on this ground was made by, or in respect of, any mariner actually employed in the sea service of any citizen or merchant within the United States, the affidavit in support of such claim must be signed by his employer.

This affidavit is to be filed with the local board issuing notice to mariner to appear for his physical examination, and must be presented to said local board within 10 days after the filing with said Local Board of the claim for discharge.

This affidavit, in support of the claim for discharge of a mariner, must be signed by his employer, who must sign and swear, or affirm, to it before a notary public or other officer vested with the power to take acknowledgements.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

**Local Board**.....  
 (Insert designation by stamp as directed by sec. 3 of Regulations.)

**Read instructions on back before making out affidavits.**

**Form No. 130, prepared by Provost Marshal General.**

**Form of affidavits in support of claim for discharge filed by a married man, whose wife or child is dependent upon his labor for support.**

# 1. AFFIDAVIT OF HUSBAND WHOSE DISCHARGE IS SOUGHT

STATE OF.....

County of....., to wit:

I, ....., do solemnly swear that I am a married man ..... years  
 (Name.) (See \*Note.) (Age.)  
 old and reside at .....  
 (Street and Number.)

(City, town and county or township or parish.) (State, Territory or District.)

and that my Serial Number, ....., was given me by Local Board .....  
 (Insert official designation)

....., and that I filed a claim for my discharge with said Local  
 and address of Local Board.)

Board on the ..... day of ....., 191....., based on the ground that I am a married  
 (Day.) (Month.) (Year.)

man with wife or child dependent upon my labor for support.

I do further solemnly swear that I have a wife whose name is .....  
 (See \*Note.)

....., who resides at .....  
 (Give full name of wife.) (Street and Number.)

(City, town and county or township or parish.) (State, Territory or District.)

and that I have {a child } whose name(s), age(s) and place of residence {is }  
 {children } {are }  
 (Specify which.) (If no child, strike out this and next blank lines.)

(a)....., (a)....., .....  
 (b)....., (b)....., .....  
 (c)....., (c)....., .....

(Insert name of each child.) (Age of each child.) (Street and Number.) (Place.) (State or Territory.)  
 (Note 1.) (Address of each child.)

I do further solemnly swear that I was married to said .....  
 (See \*Note.) (Name of wife.)  
 on the ..... day of ....., 191....., at .....  
 (Day.) (Month.) (Year.)

....., and am now  
 (Give place.) (State, Territory or District.)

the husband of my said wife and father of her said {child }  
 {children }  
 (Specify which.)

{or } {child is }  
 {and } {children are } dependent upon my labor for support as the term "labor" is used  
 (Specify which.)

in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; that my income from which such dependent(s) received support is mainly the fruit of my mental or physical labor, and is not income mainly derived from property or other sources independent of my mental or physical labor.

I do hereby bind myself, at once, to notify the said Local Board of any change which might modify or alter, in any way, my claim for discharge, and to report, at once, in person, to said Local Board whenever the conditions entitling me to discharge cease to exist.

.....  
 (Signature of husband.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
 (See \*Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of ....., County of .....

\*NOTE. - If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."  
 NOTE 1. - Fill in on lines (a), (b) and (c), respectively, facts concerning children.

Form No. 136a, prepared by Provost Marshal General.

**2. AFFIDAVIT OF WIFE IN SUPPORT OF CLAIM FILED BY HER HUSBAND FOR DISCHARGE.**

STATE OF.....

County of....., to wit:

I, ..... do solemnly swear that I reside  
 (Name of wife.) (See \* Note.)  
 at .....  
 (Street and Number.) (City, town, and county or township or parish.)  
 .....; and am the wife of .....  
 (State, Territory or District.) (Name of husband.)  
 who is ..... years old, and who resides at .....  
 (Age.) (Street and Number.)

....., and whose  
 (City, town and county or township or parish.) (State, Territory or District.)

Serial Number is .....; and I have {a child } whose name(s), age(s), and place(s) of  
 {children }  
 (If no child, strike out this and next blank lines.)

residence {is } (a) .....  
 {are } (b) .....  
 (c) .....  
 (Note 1.) (Insert name of each child.)

(a) .....  
 (b) .....  
 (c) .....  
 (Age of each child.) (Street and Number.) (Place.) (State or Territory.)  
 [Note 1.] (Address of each child.)

I do further solemnly swear that I am the wife of said .....;  
 (See \* Note.) (Name of husband.)

and he is the father of my said {child }  
 {children }; and that the approximate amount of my  
 (Specify which.)

own separate income and the independent income of such {child }  
 {children } during the  
 (Specify which.)

last preceding year, exclusive of any sums received from my husband and exclusive  
 of any gifts to me or my child or children, the same being merely the income  
 derived from the separate or independent property of, or property held in trust for  
 me, the said child or children, was ..... dollars; that I {and } the  
 (State amount, if any.) {or }  
 (Strike out one.)

said {child am } dependent upon the labor of my husband for support, as the  
 {children are }  
 (Strike out words not applicable.)

term "labor" is used in the Rules and Regulations promulgated under the Selective  
 Service Act, and printed on the back hereof; and that his said income from which I,  
 my said child, or children received such support is mainly the fruit of his mental  
 or physical labor and is not income mainly derived from property or other sources,  
 independent of his mental or physical labor.

.....  
 (Signature of wife.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of ..... 191.....  
 (See \* Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a), (b) and (c), respectively, facts concerning children.



## Form No. 130b, prepared by Provost Marshal General.

## 3. AFFIDAVIT OF THE HEAD OF A FAMILY, IN SUPPORT OF CLAIM FOR DISCHARGE OF A MARRIED MAN.

STATE OF .....

County of....., to wit:

I, ..... do solemnly swear that I am the  
 (Name) (See \* Note.)  
 head of a family, and reside at .....  
 (Street and Number.) (City, town and  
 county or township or parish.) (State, Territory or District.)  
 area of the jurisdiction of Local Board .....  
 (Insert official designation

and address of Local Board where affiant resides.)  
 and that ..... who is personally well known to me,  
 (Name of person whose discharge is sought.)  
 is ..... years old, and resides at .....  
 (Age.) (Street and Number.) (City, town  
 and county or township or parish.) (State, Territory or District.)  
 and that Serial Number ..... was given him by the Local Board designated in  
 the accompanying affidavit of his wife, and that his wife, who is personally well known  
 to me, whose name is ..... is living  
 (Name of wife.)  
 {with } him at .....  
 {apart from } (Strike out one.) (Street and Number.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)  
 and that they have {a child } personally well known to me, whose name(s), age(s),  
 {children } (Strike out one.)  
 and place(s) of residence {is } {a } .....  
 {are } {b } .....  
 {c } .....  
 [Note 1.] (Insert name of each child.)  
 (If no child, strike out this and following lines relating to children.)

(a) .....  
 (b) .....  
 (c) .....  
 (Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
 [Note 1.] (Address of each child.)

I do solemnly swear, upon information and belief, that the said .....  
 (See \* Note.) (Name of man whose  
 discharge is sought.) is the husband of said ..... and  
 (Name of wife.)

the father of her child and that the said wife and child is (are) dependent upon his  
 labor for support; the approximate amount of the separate income or independent  
 income of such wife, child or children during the last preceding year, exclusive of  
 any sums received from her husband, and exclusive of any gifts, the same being  
 merely the income, derived from the separate or independent property of, or  
 property held in trust for her, the child or children, was ..... dollars; that  
 (Specify amount, if any.)

the said wife {and } {child is } dependent upon the husband's labor for support,  
 {or } {children are }  
 (Specify which.)

as the term "labor" is used in the rules and regulations promulgated under the  
 Selective Service Act and printed on the back hereof; and that the husband's  
 income from which such support was received was mainly the fruit of his mental  
 or physical labor, and was not income mainly derived from property or other  
 sources, independent of his mental or physical labor.

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of the affidavit and  
 substitute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a), (b) and (c), respectively, facts concerning children.

I do further solemnly swear that the sources of my information and the grounds for  
 my belief concerning the income and dependency of the wife and child or children  
 are: .....

(State specific sources of information and grounds for belief.)

(Signature of the head of a family making affidavit).

(Address.)

Subscribed and sworn to before me this ..... day of .....; 191..  
 (Day.) (Month.) (Year.)

Notary Public.

State of .....; County of .....

(The following to appear on back:)

**Read these instructions carefully before making out affidavits.**

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support, should be made by affidavits on forms prepared by the Provost Marshal General.

*The forms of proof, as prepared by the Provost Marshal General, applicable to proof of claim filed by, or in respect of, a husband are as follows:*

1. Where the claim for discharge of a husband was filed by the husband himself, use Form No. 130.
2. Where the claim for discharge of a husband was filed by his wife, use Form No. 131.
3. Where the claim for discharge of a husband was filed by some other person (that is not by the husband or his wife), use Form No. 132.

Be sure to use the correct form of affidavits applicable to your particular case.

The persons who are required to sign the affidavits must sign and swear, or affirm thereto, before a notary, or other officer vested with the power of taking acknowledgment.

The affidavit to be made by the head of a family, in support of proof of claim for discharge of a husband, filed by the husband himself, must be made by a head of a family, residing within the jurisdictional area of the Local Board having jurisdiction of the husband sought to be discharged, unless the wife is living apart from her husband and does not live within the area of such Local Board. In such case the affidavit required may be made by a head of a family residing outside of the jurisdictional area of the Local Board having jurisdiction of her husband.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

**Local Board** .....  
 (Insert designation by stamp as directed in sec. 3 of Regulations.)

~~Read instructions on back before making out affidavits.~~

Form No. 131, prepared by the Provost Marshal General

Forms of affidavits required supporting claim for discharge of a married man, filed by the wife.

**1. AFFIDAVIT OF WIFE IN SUPPORT OF CLAIM FILED BY HER FOR HER HUSBAND'S DISCHARGE.**

STATE OF.....

County of....., to wit:

I, ....., do solemnly swear that I reside at .....  
 (Name of wife.) (See \*Note.) (Street and Number.)

.....,  
 (City, town and county or township or parish.) (State, Territory or District.)

that my husband, whose name is....., and who  
 (Name of husband.)

is.....years old and resides at .....  
 (Age.) (Street and Number.) (City, town and county or township or parish.)

....., and Serial Number ..... was given him by Local  
 (State, Territory or District.)

Board .....  
 (Insert official designation and address of Local Board.)

and that I filed a claim for his discharge on the.....day of .....  
 (Day.) (Month.)

191....., on the ground that he was a married man with a wife, or child, or children  
 (Year.)

dependent upon his labor for support.

I do further swear that I am the wife of the above-named .....  
 (See \*Note.) (Name of husband.)

....., and the mother of the following {child  
 children}  
 husband.) (Strike out one.)

whose name(s), age(s), and place(s) of residence {is  
 are} (a).....  
 (If no child, strike out this and fol- (b).....  
 lowing lines relating to children.) (c).....

[Note 1.] (Insert name of each child.)

(a)....., ....., ....., .....

(b)....., ....., ....., .....

(c)....., ....., ....., .....

(Age of each child.) (Street and Num- (Place.) (State, Territory or District.)  
 ber.) (Address of each child.)

[Note 1.]

and that he is the father of my said {child  
 children}; that the approximate amount of  
 (Specify which.)

(Omit this and preceding lines if there is no child or children.)

my separate income and the independent income of such child, or children, during the last preceding year, exclusive of any sums received from my husband, and exclusive of any gifts to me, or my said child, or children, the same being merely the income derived from the separate or independent property of, or property held in trust for,

me, my said child, or children was ..... dollars, and that I {and  
 or} my said  
 (Specify which.) (Specify amount, if any.) (Specify which.)

child <sup>{am}</sup><sub>{are}</sub> dependent upon my husband's labor for support, as the term "labor"

(Specify which.)

is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that my husband's income from which I, my child, or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I hereby bind myself to report, at once, to said Local Board and notify it whenever conditions entitling my husband to discharge cease to exist.

.....  
(Signature of wife.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \*Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a), (b) and (c), respectively, facts concerning children.



## Form No. 131a, prepared by Provost Marshal General.

2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM  
FOR DISCHARGE OF A MARRIED MAN.

STATE OF.....

County of....., to wit:

I, ..... do solemnly swear that I am the  
 (Name.) (See \* Note.)  
 head of a family, and reside at .....  
 (Street and Number.) (City, town and  
 county or township or parish.) (State, Territory or District.)  
 area of the jurisdiction of Local Board.....  
 (Insert official designation and

address of Local Board where affiant resides.)  
 and that ..... who is personally well known to me,  
 (Name of person whose discharge is sought.)

is ..... years old, and resides at .....  
 (Age.) (Street and Number.) (City, town  
 and county or township or parish.) (State, Territory, or District.)

and that Serial Number ..... was given him by the Local Board referred to in  
 the accompanying affidavit of his wife, and that his wife, who is personally well known  
 to me, whose name is ..... is living  
 (Name of wife.)

{with } him at .....  
 {apart from } (Street and Number.)  
 (Strike out one.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)  
 and that they have {a child } personally well known to me, whose name(s), age(s),  
 {children }  
 (Strike out one.)  
 (If no child, strike out this and following lines relating to children.)

and place(s) of residence {is } (a).....  
 {are } (b).....  
 (c).....  
 [Note 1.] (Insert name of each child.)

(a).....  
 (b).....  
 (c).....  
 (Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
 [Note 1.] (Address of each child.)

I do further solemnly swear, upon information and belief, that the said  
 (See \* Note.)

..... is the husband  
 (Name of person whose discharge is sought.)  
 of the said ..... and is  
 (Name of wife.)

the father of her said {child } and that the said wife and {child is } depend-  
 {children } (Specify which.) {children are }  
 (Specify which.)

ent upon his labor for support; the approximate amount of the separate  
 or independent income of such wife, child, or children during the last  
 preceding year, exclusive of any sums received from her husband, and exclu-  
 sive of any gifts, the same being merely the income derived from the separate or  
 independent property of, or property held in trust for her, the child or children,  
 was ..... dollars; and that the said wife and {child is } de-  
 {children are }  
 (Specify amount, if any.) (Specify which.)

pendent upon the husband's labor for support, as the term "labor" is used in the  
 Rules and Regulations promulgated under the Selective Service Act and printed on  
 the back hereof; and that the husband's income from which such support was received

was mainly the fruit of his mental or physical labor, and was not income mainly derived from property, or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
(See \* Note.)

my belief concerning the income and dependency of the wife and child or children are:

.....  
.....  
.....

(State specific sources of information and grounds for belief.)

.....  
(Signature of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191..  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

---

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of the affidavit and substitute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a), (b) and (c), respectively, facts concerning children.

## Form No. 131b, prepared by Provost Marshal General.

## 3. SECOND SUPPORTING AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE OF A MARRIED MAN.

STATE OF.....

County of....., to wit:

I, ..... do solemnly swear that I am the  
 (Name.) (See \* Note.)  
 head of a family, and reside at .....  
 (Street and Number.) (City, town and  
 county or township or parish.) (State, Territory or District.)  
 and within the  
 area of the jurisdiction of Local Board.....  
 (Insert official designation and

address of Local Board where affiant resides.)  
 and that ..... is personally well known to me,  
 (Name of person whose discharge is sought.)

is ..... years old, and resides at .....  
 (Age.) (Street and Number.) (City town  
 and county or township or parish.) (State, Territory or District.)

and that Serial Number ..... was given him by the Local Board referred to in  
 the accompanying affidavit of his wife, and that his wife, who is personally well known  
 to me, whose name is .....  
 (Name of wife.)

is living {with } him at .....  
 {apart from } (Street and Number.)  
 (City, town and county or township or parish.) (State, Territory or District.)

and that they have {a child } personally well known to me, whose name(s), age(s),  
 {children }  
 (Strike out one.)  
 (If no child, strike out this and following lines relating to children.)

and place(s) of residence {is } (a).....,  
 {are } (b).....,  
 (c).....  
 [Note 1.] (Insert name of each child.)

(a).....,  
 (b).....,  
 (c).....  
 (Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
 [Note 1.] (Address of each child.)

I do further solemnly swear, upon information and belief, that the said .....  
 (See \* Note.)

..... is the husband of the said .....  
 (Name of person whose discharge is sought.) (Name of wife.)  
 and is the father of her said {child }  
 {children } that the said wife and {child } is (are)  
 (Specify which.) (Specify which.)

dependent upon his labor for support; the approximate amount of the separate  
 or independent income of such wife, child, or children during the last pre-  
 ceding year, exclusive of any sums received from her husband, and exclu-  
 sive of any gifts, the same being merely the income derived from the separate  
 or independent property of, or property held in trust for her, the child, or children,  
 was ..... dollars; and that the said wife {and } {child is } dependent upon  
 (Specify amount, if any.) {or } {children are }  
 (Specify which.)

the husband's labor for support, as the term "labor" is used in the Rules and Regula-  
 tions promulgated under the Selective Service Act and printed on the back hereof; and  
 that the husband's income, from which such support was received, was mainly the  
 fruit of his mental or physical labor, and was not income mainly derived from prop-  
 erty or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds  
 (See \* Note.)  
 for my belief concerning the income and dependency of the wife, child, or children

are.....  
 .....  
 .....  
 (State specific sources of information and grounds for belief.)  
 .....  
 (Signature of the head of a family making affidavit.)  
 .....  
 (Address.)  
 Subscribed and sworn to before me this ..... day of ....., 191..  
 (See \* Note.) (Day.) (Month.) (Year.)  
 .....  
 Notary Public.  
 State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of the affidavit and substitute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a), (b), and (c), respectively, facts concerning children.

(The following to appear on back.)

*Read these instructions carefully before making out affidavit.*

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support should be made by affidavits on forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General, applicable to proof of claim filed by or in respect of a husband are as follows:

1. Where the claim for discharge of a husband was filed by the husband himself, use Form No. 130.
2. Where the claim for discharge of a husband was filed by his wife, use Form No. 131.
3. Where the claim for discharge of a husband was filed by some other person (that is, not by the husband or his wife), use Form No. 132.

Be sure to use the correct form of affidavits applicable to your particular case.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

The two affidavits to be made by heads of families in support of proof of claim for the discharge of a husband, which claim was filed by his wife, must be made by two persons, heads of families, residing within the jurisdictional area of the Local Board having jurisdiction of the husband sought to be discharged, unless the wife is living apart from her husband and does not live within the area of such Local Board. In such case the affidavits required may be made by two persons, heads of families, residing outside of the jurisdictional area of the Local Board having jurisdiction of her husband.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be exempted to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

All blanks must be filled in legibly in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)



Serial No. ....

**Local Board** .....  
 (Insert designation by stamp as directed by sec. 3 of Regulations.)

**Read instructions on back before making out affidavits.**

**Form No. 132, prepared by Provost Marshal General.**

**Forms required in support of claim for discharge filed in respect of a married man, but not filed by such person himself or by his wife.**

**1. AFFIDAVIT OF A PERSON, OTHER THAN WIFE, WHO FILED CLAIM FOR DISCHARGE OF A MARRIED MAN.**

STATE OF.....,  
 County of....., to wit:  
 I, ..... do solemnly swear that I  
 (Name of person who filed claim.) (See \* Note.)  
 reside at.....  
 (Street and Number.) (City, town and county or township or parish.)  
 ....., and within the area of the jurisdiction of Local  
 (State, Territory or District.)  
 Board.....;  
 (Insert official designation and address of Local Board where affiant resides.)  
 that ..... is personally well known  
 (Name of person whose discharge is sought.)  
 to me, resides at .....  
 (Street and Number.)  
 .....  
 (City, town and county or township or parish.) (State, Territory or District.)  
 and is ..... years old, and Serial Number ..... was given him by such Local  
 (Age.)  
 Board; that a claim for discharge was filed by me, in respect of such person, on the  
 ..... day of ....., 191....., on the ground that he  
 (Day.) (Month.) (Year.)  
 is a married man with a wife or child or children dependent upon his labor for support.  
 I do further solemnly swear that the wife of the said person, whose name is  
 (See \* Note.)  
 ....., is living {with  
 (Name of wife.) {apart from  
 (Specify which.)  
 him at .....  
 (Street and Number.)  
 ....., and they have  
 (City, town and county or township or parish.) (State, Territory or District.)  
 the following named {child } whose name(s), age(s), and place(s) of residence {is  
 {children } (If no child, strike out this and following lines relating to children.)  
 (a)....., (a)....., .....;  
 (b)....., (b)....., .....;  
 (c)....., (c)....., .....;  
 (Insert name of each child.) (Age of each child.) (Street and Num- (Place.) (State, Territory or  
 [Note 1.] ber.) (Address of each child.) District.)  
 and that the said wife, child or children, are personally well known to me; that the  
 said ..... is the husband of the said  
 (Name of man whose discharge is sought.)  
 ....., and the father of her said {child.  
 (Name of wife.) {children.  
 (Strike out one.)  
 I do further solemnly swear that I have personally made an investigation of the  
 (See \* Note.)  
 sources of income of the said wife and of the said child or children by.....  
 (State  
 nature and extent of investigation and what examination was made concerning wife's, child's or  
 children's income.) that the approximate amount of separate income

said wife and the independent income of said child, or children, during the last preceding year, exclusive of any sums received from her husband, and exclusive of any gifts, the same being merely the income derived from the separate or independent property of, or property held in trust for, the said wife, child or children, was ..... dollars; and that she or the said child or  
(Specify amount, if any.) (Specify which.)

children is (are) dependent upon the husband's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the husband's income from which his wife, child or children received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

In support of the said claim filed by me in respect of.....

(Name of person

....., I do herewith present to the said Local Board.....  
sought to be discharged.)

..... the marriage certificate  
(Insert words: "Certified copy of" if certified copy is produced.)

of the said ..... and his wife .....;  
(Name of husband.) (Name of wife.)

or two affidavits of persons concerning the marriage or conjugal state of the  
said ..... and his wife .....  
(Name of husband.) (Name of wife.)

I do hereby bind myself, at once, to notify the said Local Board of any change in the said wife's, child's, or children's condition which might modify or alter, in any way, said claim for discharge, and to report, at once, in person, to said Local Board whenever the conditions entitling the said husband to discharge cease to exist.

.....  
(Signature of person making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ..... 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of....., County of.....

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a), (b) and (c), respectively, facts concerning children.

Form No. 132a, prepared by Provost Marshal General.

## 2. FIRST AFFIDAVIT OF THE HEAD OF FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE OF A MARRIED MAN.

STATE OF.....,

County of....., to wit:

I, ..... do solemnly swear that I  
 (Name.) (See \* Note.)  
 am the head of a family, and reside at.....  
 (Street and Number.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)  
 and within the area of the jurisdiction of Local Board.....  
 (Insert official designation and address of Local Board where affiant resides.)

....., and that  
 (Name of person whose discharge is sought.) who is personally well known to me,  
 is ..... years old, and resides at .....  
 (Age.) (Street and Number.)

..... and Serial  
 (City, town and county or township or parish.) (State, Territory or District.)  
 Number ..... was given him by the Local Board mentioned in the first accom-  
 panying affidavit.

I do further solemnly swear that the wife of the said person whose name is  
 (See \* Note.)

..... is living {with } him  
 (Give name of wife.) {apart from }  
 (Specify which.)  
 at .....  
 (Street and Number.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)  
 and that they have the following named {child } whose name(s), age(s), and places of  
 {children }  
 (Strike out one.)  
 (If no child, strike out this and following lines relating to children.)

residence {is } (a).....  
 {are } (b).....  
 (c).....  
 [Note 1.] (Insert name of each child.)

(a).....  
 (b).....  
 (c).....  
 (Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
 [Note 1.] (Address of each child.)

and the said wife, child, or children are personally well known to me.

I further solemnly swear, upon information and belief, that the said .....  
 (See \* Note.) (Name of man)  
 ..... is the husband of the said .....  
 whose discharge is sought.) (Name of wife.)

and the father of her said {child } that the approximate amount of the  
 {children }  
 (Specify which).

separate or independent income of such wife, child, or children during the  
 last preceding year, exclusive of any sums received from her said husband, and  
 exclusive of any gifts, the same being merely the income derived from the separate or  
 independent property of, or property held in trust for, the said wife, child, or children,  
 was ..... dollars; and that the said wife {or } {child is }  
 (Specify amount, if any.) {and } {children are }  
 (Strike out words not applicable.)

dependent upon the said husband's labor for support as the term "labor" is used in  
 the Rules and Regulations promulgated under the Selective Service Act and printed on

the back hereof; and that husband's income, from which such support was received, was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds  
(See \* Note.)  
for my belief concerning said wife's and child's or children's income and dependency  
are: .....

.....  
(State specific sources of information and grounds for belief.)

.....  
(Signature of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a), (b) and (c), respectively, facts concerning children.



Form No. 133b, prepared by the Provost Marshal General.

## 3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE OF A MARRIED MAN.

STATE OF.....,

County of....., to wit:

I, ..... do solemnly swear that I  
 (Name.) (See \* Note.)  
 am the head of a family, and reside at.....  
 (Street and Number.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)  
 and within the area of the jurisdiction of Local Board.....

(Insert official designation and address of Local Board where affiant resides.)  
 ..... and that

..... is personally well known to me,  
 (Name of person whose discharge is sought.)  
 is ..... years old, and that he resides at .....  
 (Age.) (Street and Number.)

..... and Serial  
 (City, town and county or township or parish.) (State, Territory or District.)  
 Number ..... was given him by the Local Board mentioned in the first accompanying affidavit.

I do further solemnly swear that the wife of the said person, whose name is  
 (See \* Note.)

....., and who is living {with  
 (Give name of wife.) {apart from} him  
 (Specify which.)  
 at .....  
 (Street and Number.)

.....  
 (City, town and county or township or parish.) (State, Territory or District.)

and that they have the following named {child  
 {children} whose name(s), age(s), and place(s)  
 (Strike out words not applicable.)

(If no child, strike out this and following lines relating to children.)

of residence {is { (a).....  
 {are { (b).....  
 (c).....  
 [Note 1.] (Insert name of each child.)

(a).....  
 (b).....  
 (c).....  
 (Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
 [Note 1.] (Address of each child.)

and the said wife, child, or children are personally well known to me.

I do further solemnly swear, upon information and belief, that the said.....  
 (See \* Note.) (Name of man)

..... is the husband of the said .....  
 whose discharge is sought.) (Name of wife.)

and the father of her said {child  
 {children}; that the approximate amount of the separate  
 (Specify which.)

or independent income of such wife, child, or children during the last preceding year, exclusive of any sums received from her said husband, and exclusive of any gifts, the same being merely the income derived from the separate or independent property of, or property held in trust for, the said wife, child, or children, was

..... dollars; and that the said wife {or } {child is  
 (Specify amount, if any.) {and } {children are} dependent  
 (Specify which.)

upon the said husband's labor for support as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on

(The following to appear on back:)

*Read these instructions carefully before making out affidavit.*

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support, should be made by affidavits on forms prepared by the Provost Marshal General.

*The forms of proof, as prepared by the Provost Marshal General, are therefore as follows:*

1. Where the claim for discharge of a husband was filed *by the husband himself*, use Form No. 130.
2. Where the claim for discharge of a husband was filed *by his wife*, use Form No. 131.
3. Where the claim for discharge of a husband was filed *by some other person* (that is, not by the husband or his wife), use Form No. 132.

The affidavits of the heads of families may be made by persons residing either within or outside of the jurisdictional area of the Local Board which has jurisdiction of the husband sought to be discharged.

Be sure to use the correct form of affidavits applicable to your particular case.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Form of affidavits required to be presented supporting claim of exemption filed in respect of a married man when the marriage certificate, or certified copy thereof, can not be produced, prepared by the Provost Marshal General.

Form No. 132c, prepared by the Provost Marshal General.

4. FIRST AFFIDAVIT CONCERNING MARRIAGE OR CONJUGAL RELATIONS OF A MARRIED MAN WHO IS SOUGHT TO BE DISCHARGED.

STATE OF.....

County of....., to wit:

I, ..... do solemnly swear  
(Name of affiant.) (See \* Note.)

that I reside at .....  
(Street and Number.) (City, town and county or town-

ship or parish.) ..... and that.....  
(State, Territory or District.) (Name of

person sought to be discharged.) ..... who is ..... years old, resides  
(Age.)

at .....  
(Street and Number.) (City, town and county or township or parish.)

..... and was given Serial Number.....  
(State, Territory or District.)

by the Local Board referred to in the accompanying first affidavit, and that his  
wife .....

(Name of wife.)

who resides at .....  
(Street and Number.) (City, town and county or township or parish.)

..... are both personally well known to me.  
(State, Territory or District.)

I do further solemnly swear that:  
(See \* Note.)

Strike out these words if I was present at the marriage ceremony of said persons, and witnessed same, and that said ceremony occurred on the ..... day of ....., 19....  
affiant was not present at the marriage. (Day.) (Month.) (Year.)

at.....  
(Place.) (State.)

Strike out these words if said person and his wife have, to my personal knowledge, lived together as man and wife at .....  
affiant was present at the marriage. Number.) (City, town and county or township or parish.)  
(State, Territory or District.)

for a period  
of..... {years }  
{months }  
(Strike out one.)

.....  
(Name of person making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191...  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

[THIS AFFIDAVIT IS NOT REQUIRED TO BE MADE IF THE MARRIAGE CERTIFICATE OR CERTIFIED COPY THEREOF IS PRODUCED.]

\* NOTE. If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

Form No. 133d, prepared by Provost Marshal General.

**5. SECOND AFFIDAVIT CONCERNING MARRIAGE OR CONJUGAL RELATIONS OF A MARRIED MAN WHO IS SOUGHT TO BE DISCHARGED.**

STATE OF.....

County of....., to wit:

I, ..... do solemnly swear  
(Name of affiant.) (See \* Note.)that I reside at.....  
(Street and Number.) (City, town and county or town-ship or parish.) (State, Territory or District.) and that.....  
(Name ofperson sought to be discharged.) who is ..... years old, resides  
(Age.)at.....  
(Street and Number.) (City, town and county or township or parish.)..... and was given Serial Number.....  
(State, Territory or District.)by the Local Board referred to in the accompanying first affidavit, and that his  
wife.....  
(Name of wife.)who resides at.....  
(Street and Number.) (City, town and county or township or parish.)..... are both personally well known to me.  
(State, Territory or District.)

I do further solemnly swear that:

(See \* Note.)

Strike out these words if  
affiant was not present at the  
marriage.I was present at the marriage ceremony of said per  
sons, and witnessed same, and that said ceremony  
occurred on the ..... day of ..... 19....  
(Day.) (Month.) (Year.)  
at.....  
(Place.) (State.)Strike out these words if  
affiant was present at the  
marriage.said person and his wife have, to my personal knowl-  
edge, lived together as man and wife at .....  
(Street and  
Number.) (City, town and county or township or parish.)  
....., for a period  
(State, Territory or District.)  
of..... {years }  
                  {months }  
(Strike out one.).....  
(Name of person making affidavit.).....  
(Address.)Subscribed and sworn to before me this ..... day of ..... 191..  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

[THIS AFFIDAVIT IS NOT REQUIRED TO BE MADE IF MARRIAGE CERTIFICATE, OR A CERTIFIED COPY THEREOF IS PRODUCED.]



Form No. 139a, prepared by Provost Marshal General.

**6. SUPPORTING AFFIDAVIT OF WIFE TO ACCOMPANY CLAIM FOR DISCHARGE FILED IN RESPECT OF HUSBAND.**

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that I reside at  
 (Name of person making affidavit.) (See \* Note.)  
 .....  
 (Street and Number.) (City or town and county, or township or parish.)  
 .....: that .....  
 (State, Territory or District.) (Name of person whose discharge is sought.)  
 is my husband and he resides at .....  
 (Street and Number.) (City or town and county, or township or parish.)  
 .....; that his Serial Number, .....  
 (State, Territory or District.)  
 ..... was given him by the Local Board designated in the accompanying affidavit  
 filed by .....; that the approxi-  
 (Insert name of person making claim.)  
 mate amount of my, my child's, or children's separate or independent income,  
 during the last preceding year, exclusive of any sums received from my husband  
 and exclusive of any gifts, the same being merely income derived from the separate  
 or independent property of, or property held in trust for me, my child, or children,  
 was ..... dollars; that I, and my said child, or children, am (are) dependent  
 (Strike out words not applicable.)  
 upon the labor of my husband for support as the term "labor" is used in the Rules  
 and Regulations promulgated under the Selective Service Act and printed on the  
 back hereof.

.....  
(Signature of wife.).....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191....  
 (See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the affidavit and substitute the word "affirm" and strike out the word "sworn" in the jurat and substitute the word "affirmed."

son's labor for support as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the son's income from which such mother received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I hereby bind myself to report, at once, in person, to said Local Board whenever the conditions, entitling the person whose discharge is sought, cease to exist.

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

Local Board No. .... Serial No. ....  
 (Insert designation by stamp as directed in sec. 3 of Regulations.)

*Read instructions on back before making out affidavits.*

Form No. 133, prepared by the Provost Marshal General.

Form of affidavit required supporting a claim for discharge filed by a son on the ground that he has a widowed mother dependent upon his labor for support.

1. AFFIDAVIT OF A SON OF A WIDOWED MOTHER IN SUPPORT OF HIS CLAIM FOR DISCHARGE.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that I am ..... years  
 (Name of son.) (See \* Note.) (Age.)  
 old, and reside at .....  
 (Street and Number.) (City or town and county or township or parish.)  
 (State, Territory or District.), and that my Serial Number, ....., was given me  
 by Local Board.....  
 (Name official designation and address of Local Board.)  
 and that I filed a claim for my discharge with said Local Board on the .... day  
 (Day.)  
 of ....., 191., based on the ground that I am the son of a widowed mother  
 (Month.) (Year.)  
 dependent upon my labor for support.

I do further solemnly swear that I live { with }  
 (Sec \* Note.) { apart from } .....  
 (Specify which.) (Name of widowed mother.)  
 who resides at .....  
 (Street and Number.) (City or town and county or township or parish.) (State, Territory or District.)  
 that she is my mother and she is a widow and did not remarry; that during the past  
 year I have actually contributed or expended for the support of my said widowed  
 mother the approximate sum of ..... dollars; that the approximate  
 (State amount.)  
 amount of her independent income, during the last preceding year, exclusive of any  
 sums received from me and exclusive of any gifts, the same being merely the income  
 derived from the independent property of, or property held in trust for her, was  
 ..... dollars; and that she is dependent upon my labor for support, as the  
 term "labor" is used in the Rules and Regulations promulgated under the Selective  
 Service Act printed on the back hereof; that my income from which she received  
 such support was mainly the fruit of my mental or physical labor, and was not in-  
 come mainly derived from property or other sources, independent of my mental or  
 physical labor.

I do hereby bind myself, at once, to report, in person, to said Local Board and notify  
 it whenever the conditions entitling me to discharge cease to exist.

.....  
 (Name of person claiming discharge.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
 (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in the jurat and substitute the word "affirmed."

son's labor for support as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the son's income from which such mother received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I hereby bind myself to report, at once, in person, to said Local Board whenever the conditions, entitling the person whose discharge is sought, cease to exist.

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."



## Form No. 129b, prepared by Provost Marshal General.

## 3. AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY A SON HAVING A WIDOWED MOTHER DEPENDENT UPON HIS LABOR FOR SUPPORT.

STATE OF.....

County of....., to wit;

I, ..... do solemnly  
 (Name of head of family making affidavit.)  
 swear that I am the head of a family, and reside at .....  
 (See \*Note.) (Street and Number.)

.....  
 (City, or town and county, or township or parish.)

....., within the jurisdiction of Local  
 (State, Territory or District.)

Board .....  
 (Insert official designation and address of Local Board.)

that....., who is personally well  
 (Name of person whose discharge is sought.)

known to me, is ..... years old, and resides at .....  
 (Age.) (Street and Number.) (City or town and

county, or township or parish.) (State, Territory, or District.)

..... years old, and was given Serial Number..... by the Local Board mentioned  
 (Age.)

by him in his accompanying affidavit; and that .....  
 (Name of son's widowed mother.)

who is personally well known to me, resides at .....  
 (Street and Number.)

.....  
 (City or town and county, or township or parish.) (State, Territory or District.)

I do further solemnly swear, upon information and belief, that she is the mother  
 (See \*Note.)

of the said son; that her husband is dead and she has not remarried; the approximate  
 amount of her independent income during the last preceding year, exclusive of any  
 sums received by her from her son, and exclusive of any gifts, the same being merely  
 the income derived from her independent property, or property held in trust for her,  
 was ..... dollars; and that during the last preceding year the said son  
 (State amount, if any.)

actually contributed or expended for the support of his widowed mother the approxi-  
 mate sum of ..... dollars; and that she is dependent upon her son's  
 (State amount.)

labor for support, as the term "labor" is used in the Rules and Regulations promulgated  
 under the Selective Service Act and printed on the back hereof; and that the said son's  
 said income, from which his mother received such support, was mainly the fruit of his  
 mental or physical labor, and was not income mainly derived from property or other  
 sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds  
 (See \*Note.)

for my belief concerning said widowed mother's income and of her dependency, and  
 of his contributions to her and of the source of son's income are—

.....

.....  
 (State specific sources of information and grounds for belief.)

.....  
 (Name of the head of a family making affidavit.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of....., 191...  
 (See \*Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of....., County of.....

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
 tute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

son's labor for support as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the son's income from which such mother received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I hereby bind myself to report, at once, in person, to said Local Board whenever the conditions, entitling the person whose discharge is sought, cease to exist.

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

Serial No. ....

Local Board.....  
(Insert designation by stamp as directed in sec. 3 of Regulations.)*Read instructions on back carefully before making out affidavits.*

Form No. 134, prepared by the Provost Marshal General.

Forms of affidavits required supporting claims for discharge of a son filed by widowed mother.

**AFFIDAVIT OF WIDOWED MOTHER IN SUPPORT OF CLAIM FOR SON'S  
DISCHARGE FILED BY HER.**

I, .....  
(Name of dependent widowed mother.)  
do solemnly swear that I reside at .....  
(See \* Note.) (Street and Number.)  
.....  
(City or town and county or township or parish.) (State, Territory or District.)  
that ..... who is ..... years old,  
(Name of son whose discharge is sought.) (Age.)  
is my son; that he resides at .....  
(Street and Number.)  
.....  
(City or town and county or township or parish.)  
.....; that his Serial Number .....  
(State, Territory or District.)  
was given him by Local Board.....  
(Insert official designation and address of local board.)  
and that I filed a claim for his discharge with said Local Board on the .....  
(Day.)  
day of ....., 191....., based on the ground that he was the son of a widowed  
(Month.) (Year.)  
mother dependent upon his labor for support.

I do further solemnly swear that I am the mother of the said .....  
(See \* Note.) (Name of son  
sought to be discharged.)  
; that my husband is dead and I have not married  
again; and that the approximate amount of my independent income during the last  
preceding year, exclusive of any sums received by me from my said son, and exclu-  
sive of any gifts to me, the same being merely the income derived from my inde-  
pendent property, or property held in trust for me, was ..... dollars; that  
(State amount.)  
during the last preceding year my said son has actually contributed or expended for  
my support the approximate sum of ..... dollars; and that I am dependent  
(State amount.)  
upon the labor of such son for support, as the term "labor" is used in the Rules and  
Regulations promulgated under the Selective Service Act and printed on the back  
hereof; that my son's income from which I receive such support was mainly the  
fruit of his mental or physical labor, and was not income mainly derived from prop-  
erty or other sources, independent of his mental or physical labor.

I hereby bind myself to report, at once, to said Local Board and notify it whenever  
the conditions entitling my son to discharge cease to exist.

.....  
(Signature of dependent mother.).....  
(Address.)Subscribed and sworn to before me this ..... day of ..... 191.....  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

son's labor for support as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the son's income from which such mother received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I hereby bind myself to report, at once, in person, to said Local Board whenever the conditions, entitling the person whose discharge is sought, cease to exist.

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."



Form No. 134b, prepared by Provost Marshal General.

**4. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE OF SON FILED BY HIS DEPENDENT WIDOWED MOTHER.**

STATE OF.....,

County of....., to wit:

I, ..... do solemnly swear that I am the head of a family, and  
(Name of affiant.) (See \* Note.)

reside at .....  
(Street and Number.) (City or town and county or township or parish.)

....., within the jurisdiction of Local Board  
(State, Territory or District.)

.....; that  
(Insert official designation and address of Local Board where affiant resides.) (Name of person sought to be discharged.)

who is personally well known to me, resides at .....  
(Street and Number.)

.....  
(City or town and county or township or parish.) (State, Territory or District.)

and is ..... years old, and was given Serial Number ..... by the Local Board men-  
(Age.)

tioned in the accompanying affidavit of his mother; and that .....  
(Name of dependent

....., who is personally well known to me, resides  
widowed mother.)

at .....  
(Street and Number.) (City or town and county or township or parish.)

.....  
(State, Territory or District.)

I do further solemnly swear, upon information and belief, that she is the mother  
(See \* Note.)

of the said .....; that her husband is dead and she has not  
(Name of son sought to be discharged.)

married again; the approximate amount of her independent income during the last  
preceding year, exclusive of any sums received by her from her son, and exclusive of  
any gifts, the same being merely the income derived from her independent property,  
or of property held in trust for her, was ..... dollars; that during the last pre-  
(State amount, if any.)

ceding year the said son has actually contributed or expended for her support the  
approximate sum of ..... dollars; that such widowed mother is dependent upon  
(State amount.)

the labor of her said son for support, as the term "labor" is used in the Rules and  
Regulations promulgated under the Selective Service Act printed on the back hereof;  
and that the son's income, from which his mother received support, was income  
mainly the fruit of his mental or physical labor and was not income mainly derived  
from property or other sources, independent of his mental and physical labor.

I do further solemnly swear that the sources of my information and the grounds  
(See \* Note.)

for my belief concerning said widow mother's income, and her dependency, and  
of his contribution to her, and the source of his income, are:

.....  
.....  
.....  
(State specific sources of information and grounds for belief.)

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day, ....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

## Form No. 135b, prepared by Provost Marshal General.

## 3: SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY ANOTHER THAN THE WIDOWED MOTHER IN RESPECT OF A SON SOUGHT TO BE DISCHARGED ON THE GROUND THAT SUCH SON HAS A WIDOWED MOTHER DEPENDENT UPON HIS LABOR FOR SUPPORT.

STATE OF .....

County of ..... to wit:

I, ..... do solemnly swear that:  
(Name of the head of family making affidavit.) (See \* Note.)I am head of a family, and reside at .....  
(Street and Number.).....  
(City or town and county or township or parish.) (State, Territory or District.)within the area of the jurisdiction of the Local Board .....  
(Official designation and address of Local Board.)that ..... who is personally well known to me,  
(Name of person sought to be discharged.)resides at .....  
(Street and Number.) (City or town and county or township or parish.)..... and is .. years old, and who was given Serial Number .....  
(State, Territory or District.)

by the Local Board mentioned in the preceding accompanying affidavit.

I do further solemnly swear that ..... is personally well known to me, and that she lives {with  
(See \* Note.) (Name of widowed mother.)  
apart from } her said son and resides at  
(State which.).....  
(Street and Number.).....  
(City or town and county or township or parish.) (State, Territory or District.)I do further solemnly swear, upon information and belief, that she is the mother of  
(See \* Note.)

such person, that her husband is dead, that she has not married again; the approximate amount of her independent income during the last preceding year, exclusive of any sums received from such son, and exclusive of any gifts, the same being merely the income of her property, or property held in trust for her, was the approximate sum of

..... dollars; that during the last preceding year the said son has actually  
(State amount, if any.)

contributed or expended for such support of his widowed mother the sum of

..... dollars; that such widowed mother is dependent upon her  
(State amount.)

son's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; that

the said son's income from which the widowed mother received such support was mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds  
(See \* Note.)

for my belief concerning said son's income and his widowed mother's dependency, and the mother's income and the amount the son has contributed or expended for her support, are—

.....

.....

.....  
(State specific grounds and sources of information for belief.).....  
(Name of the head of a family making affidavit.).....  
(Address.)

Subscribed and sworn to before me this ..... day of ..... 19.....

(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ..... County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

Serial No. ....

**Local Board** .....

(Insert designation by stamp as directed in sec. 3 of Regulations.)

~~Read instructions on back before making out affidavits.~~

**Forms of affidavits in support of claim for discharge filed in respect of a person (other than a married man) on the ground that such person has a widowed mother dependent upon his labor for support.)**

Form No. 135, prepared by Provost Marshal General.

(This form is *not* to be used when the person himself, or the dependent, has filed the claim.)

**1. AFFIDAVIT OF A PERSON OTHER THAN THE WIDOWED MOTHER WHO HAS FILED A CLAIM FOR THE DISCHARGE IN RESPECT OF A SON, ON THE GROUND THAT THE SON HAS A WIDOWED MOTHER DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that  
(Name of the person making affidavit.) (See \* Note.)

I reside at .....  
(Street and Number.)

(City or town and county or township or parish.) (State, Territory or District.)

within the jurisdiction of Local Board .....  
(Insert official designation and address of Local Board where affiant resides.)

that ..... who is ..... years old and is  
(Name of person sought to be discharged.) (Age.)

personally well known to me, resides at .....  
(Street and Number.)

(City or town and county or township or parish.) (State, Territory or District.)

and was given Serial Number ..... by Local Board .....  
(Insert official designation and

address of Local Board.)

charge on the ..... day of ..... 191..., based on the  
(Day.) (Month.) (Year.)

ground that he was the son of a widowed mother dependent upon his labor for support.

I do further solemnly swear that ..... is personally  
(See \* Note.) (Name of dependent widowed mother.)

well known to me, resides at .....  
(Street and Number.)

.....; and she is  
(City or town and county or township or parish.) (State, Territory or District.)

the mother of the person above mentioned, and her husband is dead, and she has not married again.

I do further solemnly swear that I have personally made an investigation of the  
(See \* Note.)

sources of income of the said widowed mother by .....

(State nature and extent of investigation and what examination was made concerning dependent's source of income.)

....., and according to the facts disclosed by such investigation and examination, the approximate amount of said widowed mother's independent income during the last preceding year, exclusive of any sums received from her son, and exclusive of any gifts to her, the same being merely the income derived from the independent property of, or the property held in trust for her, was ..... dollars; and that the said son has during the last preceding year actually contributed or expended for her support, the approximate sum of ..... dollars; and that she is dependent upon the said



## Form No. 135b, prepared by Provost Marshal General.

## 3: SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY ANOTHER THAN THE WIDOWED MOTHER IN RESPECT OF A SON SOUGHT TO BE DISCHARGED ON THE GROUND THAT SUCH SON HAS A WIDOWED MOTHER DEPENDENT UPON HIS LABOR FOR SUPPORT.

STATE OF .....

County of ..... to wit:

I, ..... do solemnly swear that:  
(Name of the head of family making affidavit.) (See \* Note.)I am head of a family, and reside at .....  
(Street and Number.).....  
(City or town and county or township or parish.) (State, Territory or District.)within the area of the jurisdiction of the Local Board .....  
(Official designation and address of Local Board.)that ..... who is personally well known to me, resides at .....  
(Name of person sought to be discharged.).....  
(Street and Number.) (City or town and county or township or parish.)..... and is .. years old, and who was given Serial Number .....  
(State, Territory or District.)

by the Local Board mentioned in the preceding accompanying affidavit.

I do further solemnly swear that ..... is personally well known to me, and that she lives {with  
(See \* Note.) (Name of widowed mother.)  
apart from } her said son and resides at  
(State which.).....  
(Street and Number.).....  
(City or town and county or township or parish.) (State, Territory or District.)I do further solemnly swear, upon information and belief, that she is the mother of  
(See \* Note.)

such person, that her husband is dead, that she has not married again; the approximate amount of her independent income during the last preceding year, exclusive of any sums received from such son, and exclusive of any gifts, the same being merely the income of her property, or property held in trust for her, was the approximate sum of

..... dollars; that during the last preceding year the said son has actually  
(State amount, if any.)

contributed or expended for such support of his widowed mother the sum of

..... dollars; that such widowed mother is dependent upon her  
(State amount.)

son's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; that

the said son's income from which the widowed mother received such support was mainly the fruit of his mental or physical labor and was not income mainly derived

from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds  
(See \* Note.)

for my belief concerning said son's income and his widowed mother's dependency, and the mother's income and the amount the son has contributed or expended for

her support, are—

.....

.....

.....

.....  
(State specific grounds and sources of information for belief.).....  
(Name of the head of a family making affidavit.).....  
(Address.)Subscribed and sworn to before me this ..... day of ..... 19.....  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public,  
State of ..... County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."



## Form No. 135a, prepared by Provost Marshal General.

**2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY ANOTHER THAN THE WIDOWED MOTHER IN RESPECT OF A SON SOUGHT TO BE DISCHARGED ON THE GROUND THAT SUCH SON HAS A WIDOWED MOTHER DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that:  
(Name of the head of family making affidavit.) (See \* Note.)I am head of a family, and reside at .....  
(Street and Number.).....  
(City or town and county or township or parish.) (State, Territory or District.)within the area of the jurisdiction of the Local Board .....  
(Official designation and address of Local Board.)that ..... who is personally well known to  
(Name of person sought to be discharged.)me, resides at .....  
(Street and Number.) (City or town and county or township or parish.)....., and is ..... years old, and who was given Serial Number .....  
(State, Territory or District.) (Age.)

by the Local Board mentioned in the preceding accompanying affidavit.

I do further solemnly swear that ..... is per-  
(See \* Note.) (Name of widowed mother.)sonally well known to me, and she lives {with  
apart from} her said son and resides at  
(State which.).....  
(Street and Number.) (City or town and county or township or parish.).....  
(State, Territory or District.)I do further solemnly swear, upon information and belief, that she is the mother of  
(See \* Note.)such person, that her husband is dead, that she has not married again; the approximate amount of her independent income during the last preceding year, exclusive of any sums received from such son, and exclusive of any gifts, the same being merely the income of her property, or property held in trust for her, was the sum of ..... dollars;  
(State amount, if any.)that during the last preceding year the said son has actually contributed or expended for such support of his widowed mother the approximate sum of ..... dol-  
(State amount.)

lars; that such widowed mother is dependent upon her son's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; that the said son's income from which the widowed mother received such support was mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for my belief concerning said son's income and his widowed mother's dependency, and the mother's income and the amount the son has contributed or expended for her support, are—  
(See \* Note.).....  
.....  
.....  
(State specific sources and grounds of information and belief.).....  
(Name of the head of a family making affidavit.).....  
(Address.)Subscribed and sworn to before me this ..... day of ....., 19.....  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

## Form No. 135b, prepared by Provost Marshal General.

3: SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY ANOTHER THAN THE WIDOWED MOTHER IN RESPECT OF A SON SOUGHT TO BE DISCHARGED ON THE GROUND THAT SUCH SON HAS A WIDOWED MOTHER DEPENDENT UPON HIS LABOR FOR SUPPORT.

STATE OF .....

County of ..... to wit:

I, ..... do solemnly swear that:  
(Name of the head of family making affidavit.) (See \* Note.)

I am head of a family, and reside at .....  
(Street and Number.)

.....  
(City or town and county or township or parish.) (State, Territory or District.)

within the area of the jurisdiction of the Local Board .....  
(Official designation and address of Local Board.)

that ..... who is personally well known to  
(Name of person sought to be discharged.)

me, resides at .....  
(Street and Number.) (City or town and county or township or parish.)

..... and is .. years old, and who was given Serial Number ....  
(State, Territory or District.)

by the Local Board mentioned in the preceding accompanying affidavit.

I do further solemnly swear that ..... is per-  
(See \* Note.) (Name of widowed mother.)

sonally well known to me, and that she lives {with  
 {apart from} her said son and resides at  
 (State which.)

.....  
(Street and Number.)

.....  
(City or town and county or township or parish.) (State, Territory or District.)

I do further solemnly swear, upon information and belief, that she is the mother of  
(See \* Note.)

such person, that her husband is dead, that she has not married again; the approximate amount of her independent income during the last preceding year, exclusive of any sums received from such son, and exclusive of any gifts, the same being merely the income of her property, or property held in trust for her, was the approximate sum of ..... dollars; that during the last preceding year the said son has actually  
(State amount, if any.)

contributed or expended for such support of his widowed mother the sum of ..... dollars; that such widowed mother is dependent upon her  
(State amount.)

son's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; that the said son's income from which the widowed mother received such support was mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds  
(See \* Note.)

for my belief concerning said son's income and his widowed mother's dependency, and the mother's income and the amount the son has contributed or expended for her support, are—

.....

.....

.....

.....  
(State specific grounds and sources of information for belief.)

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

.....

Subscribed and sworn to before me this ..... day of ..... 19.....

(See \* Note.) (Day.) (Month.) (Year.)

.....

.....  
(Notary Public.)

State of ..... County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

Form No. 135c. Prepared by the Provost Marshal General.

## 4. AFFIDAVIT BY WIDOWED MOTHER IN SUPPORT OF CLAIM FOR DISCHARGE FILED BY HER IN RESPECT OF HER SON.

STATE OF.....

County of....., to wit:

I, ....., do solemnly swear that  
(Name of person making affidavit.) (See \*Note.)I am a widow and reside at.....  
(Street and Number.) (City or town and county or township or parish.).....; that..... is  
(State, Territory or District.) (Name of person whose discharge is sought.)my son and he resides at.....  
(Street and Number.) (City or town and county or township or parish.)....., and that his Serial Number, ....., was given him by the  
(State, Territory or District.)Local Board designated in the accompanying affidavit filed by.....;  
(Insert name of person making claim.)that I have actually received from my son or he has expended on my behalf, for my  
support, during the last preceding year, the approximate sum of ..... dollars;  
(State amount.)that the approximate amount of my independent income, during the last preceding  
year, exclusive of any sums received from him, and exclusive of gifts, the same be-  
ing merely income derived from my independent property or property held in trust  
for me, was ..... dollars; and that I am dependent upon the labor of such  
(State amount, if any.)son for support as the term "labor" is used in the Rules and Regulations promul-  
gated under the Selective Service Act and printed on the back hereof......  
(Signature of widow.)Subscribed and sworn to before me this ..... day of ....., 19....  
(See \*Note.) (Day.) (Month.) (Year.).....  
Notary Public.

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the affidavit and substitute the  
word "affirm" and strike out the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

*Read these instructions carefully before making out affidavit.*

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support should be made by affidavits on forms prepared by the Provost Marshal General.

*The forms of proof, as prepared by the Provost Marshal General, applicable to the case of a son whose discharge is sought on the ground that he has a widowed mother dependent upon his labor for support, are as follows:*

1. Where the claim for discharge of a son was filed *by the son himself*, use Form No. 133.
2. Where the claim for discharge of a son was filed *by his widowed mother*, use Form No. 134.
3. Where the claim for discharge of a son of a widowed mother was filed in respect of him *by some other person* than the widowed mother, use Form No. 135.

Be sure to use the correct form of affidavits applicable to your particular case.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be exempted to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The affidavits of the two persons, heads of families, required to be filed in support of a claim for discharge are not required to be made by persons residing within the area of the Local Board having jurisdiction of the person sought to be discharged.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)



Serial No. ....

**Local Board** .....

(Insert designation by stamp, as directed in sec. 3 of Regulations.)

**Read instructions on back before making out affidavits.****Form No. 136, prepared by the Provost Marshal General.**

Forms of affidavits required supporting a claim for discharge filed by a son himself on the ground that he has aged or infirm parent or parents dependent upon his labor for support.

**1. AFFIDAVIT OF SON OF AGED OR INFIRM PARENT OR PARENTS WHO HAS FILED A CLAIM FOR HIS OWN DISCHARGE.**

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear that I am ....  
 (Name of person seeking discharge.) (See \*Note.) (Age.)  
 years old and I reside at .....  
 (Street and Number.) (City or town and county or township or parish.)  
 ....., and that my Serial Number, ....., was given me  
 (State, Territory or District.)  
 by Local Board .....  
 (Name official designation and address of Local Board.)  
 and that I filed a claim for my discharge with said Local Board on the ..... day  
 of ....., 191..., based on the ground that I am the son of an aged or infirm  
 (Month.) (Year.) (Day.)  
 parent(s). (Specify which.)  
 (Specify which.)

I do further solemnly swear that I live {with {a) .....  
 (See \*Note.) {apart from {b) .....  
 (Strike out one.) (Note 1.)  
 (a) .....  
 (b) .....  
 (Name or names of parent(s).)  
 who resides at {a) .....  
 (Note 1.) {b) .....  
 (Address(es) of parent(s).)  
 who is my {a) ..... whose age is {a) ..... and who {is} infirm by  
 (Note 1.) (b) ..... (Strike out one.)  
 (Father, mother.) (Age of parent(s).)  
 reason of {a) .....  
 (Note 1.) {b) .....  
 (Here state cause of infirmity.)  
 and that I am the son of such person(s).  
 (Specify which.)

I do further solemnly swear that the approximate amount of the independent  
 (See \*Note.)  
 income of my said parent(s) during the last preceding year, exclusive of any sums  
 received from me and exclusive of any gift, the same being merely the income de-  
 rived from the independent property of, or held in trust for, such parent(s), was  
 ..... dollars; that during the past year I have actually contributed or ex-  
 pended for the support of such parent(s) the approximate sum of ..... dollars,  
 (Specify which.) (State amount.)

and that {he is  
 {she is  
 {they are} dependent upon my labor for support, as the term "labor" is  
 (Specify which.)  
 used in the Rules and Regulations promulgated under the Selective Service Act and  
 printed on the back hereof; that my income from which such parent(s) received such  
 support was mainly the fruit of his mental or physical labor and was not income  
 mainly derived from property, or other sources, independent of his mental or physical  
 labor.

I do hereby bind myself, at once, to report, in person, to said Local Board and notify  
 it whenever the conditions entitling me to discharge cease to exist.

.....  
 (Name of person claiming discharge.).....  
 (Address.)

Subscribed and sworn to before me this .... day of ....., 191...  
 (See \*Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
 tute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a) facts concerning father and on lines (b) facts concerning mother.

Form No. 136a, prepared by Provost Marshal General.

## 2. AFFIDAVIT BY AGED OR INFIRM PARENT OR PARENTS IN SUPPORT OF SON'S CLAIM FOR DISCHARGE.

STATE OF .....

County of ....., to wit:

I,  $\begin{cases} (a) \\ (b) \end{cases}$  ..... do  
(Note 2.) (Aged or infirm parent or parents.)solemnly swear that I reside at  $\begin{cases} (a) \\ (b) \end{cases}$  .....  
(See \*Note.) (Note 2.) (Street and Number.) $\begin{cases} (a) \\ (b) \end{cases}$  .....  
(Note 2.) (City or town and county or township or parish.) (State, Territory or District.)that ..... is my son and is ..... years old and he  
(Name of son whose discharge is sought.) (Age of son.)resides at .....  
(Street and Number.) (City or town and county or township or parish.)....., and that his Serial Number ..... was given him by  
(State, Territory or District.)

Local Board designated in the accompanying affidavit signed by him.

I do further solemnly swear that he lives  $\begin{cases} \text{apart from} \\ \text{with} \end{cases}$  me, and that I am the  
(See \*Note.) (Specify which.) $\begin{cases} (a) \\ (b) \end{cases}$  ..... of such person and am  $\begin{cases} (a) \\ (b) \end{cases}$  ..... years old, and am infirm  
(Insert father, mother.) (Note 2.) (Give age.)by reason of  $\begin{cases} (a) \\ (b) \end{cases}$  .....  
(Note 2.) (Here state cause of infirmity.)that the approximate amount of my independent income, exclusive of any sums received from said son, and exclusive of any gifts, the same being merely the income derived from the independent property of, or held in trust for, me was  $\begin{cases} (a) \\ (b) \end{cases}$  dollars;  
(Note 2.)and that during the past year my son has actually contributed and paid out for my support the approximate sum of  $\begin{cases} (a) \\ (b) \end{cases}$  dollars; and that I am depend-  
(Note 2.) (State amount.)

ent upon the labor of such son for support as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act; and that said son's said income from which I received support was mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.

(a) .....  
(Signature of dependent father.) (Note 1.)(b) .....  
(Signature of dependent mother.) (Note 1.).....  
(Address.)Subscribed and sworn to before me this ..... day of ....., 19..  
(See \*Note 2.) (Day.) (Month.) (Year.).....  
Notary Public.

State of ....., County of .....

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—If both father and mother make out this affidavit each must sign.

NOTE 2.—Fill in on lines (a) facts concerning father and on lines (b) facts concerning mother.

(The following to appear on back:)

**Read these instructions carefully before making out affidavits.**

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations, by the term "aged or infirm" parent or parents is meant those persons who, from old age or infirmity, are disabled from earning the means of supporting themselves and who, by reason of such age or infirmity, have become dependent for the means of support upon the person in respect of whom the claim is made.

For the purpose of these rules and regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support should be made by affidavits on forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General, applicable to proof of claim for discharge filed by or in respect of a son of aged or infirm parent or parents are as follows:

1. Where the claim for discharge of a son was filed *by the son himself*, use Form No. 136.
2. Where the claim for discharge of a son was filed *by his aged or infirm parent or parents*, use Form No. 137.
3. Where the claim for discharge of a son was filed *by some other person* (that is, not by the son nor by the aged or infirm parent or parents), use Form No. 138.

Be sure to use the correct form of affidavits applicable to your particular case.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be exempted to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

The affidavits required to be made by heads of families in support of the proof of claim for discharge must be made by persons residing within the jurisdictional area of the Local Board which has jurisdiction of the person sought to be discharged. But if the aged or infirm parent or parents do not live within the area of the local board having jurisdiction of the son sought to be discharged, the affidavits required by heads of families may be made by persons that are heads of families residing outside of the jurisdictional area of such Local Board.

All blanks should be filled in legibly, in ink, and the parts of the form not applicable to the particular case must be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

**Local Board**.....  
 (Insert designation, by stamp, as directed by sec. 3 of Regulations.)

*Read instructions on back carefully before making out affidavits. -63*

**Form No. 137, prepared by the Provost Marshal General.**

**Forms of affidavits required supporting claims for discharge in respect of a son filed by aged or infirm parent or parents.**

**AFFIDAVIT OF AGED OR INFIRM PARENT OR PARENTS IN SUPPORT OF CLAIM FOR SON'S DISCHARGE.**

I, {  
 (a) .....  
 (b) .....  
 (Note 1.) (Name of aged or infirm parent.)  
 do solemnly swear that I reside at {  
 (a) .....  
 (b) .....  
 (See \* Note.) (See Note 1.) (Street and Number.)  
 (a) .....  
 (b) .....  
 (See Note 1.) (City or town and county or township or parish.) (State, Territory or District.)  
 and that .....  
 (Name of son whose discharge is sought.)  
 is my son and he is ..... years old and he resides at .....  
 (Age of son.) (Street and Number.)  
 .....  
 (City or town and county or township or parish.)  
 ..... and that his Serial Number, .....  
 (State, Territory or District.)  
 was given him by Local Board .....  
 (Insert official designation and address of Local Board.)  
 and that I, the said {  
 (a) .....  
 (b) .....  
 (Insert (a) father, (b) mother.)  
 filed a claim for his  
 discharge with said Local Board on the ..... day of ..... 191.....  
 (Day.) (Month.) (Year.)  
 based on the ground that he was the son of aged or infirm parent (or parents) dependent  
 (Strike out one.)  
 on his labor for support; and that he lives {  
 with .....  
 {apart from} .....  
 (Specify which.)  
 I do further solemnly swear that I am {  
 (See \* Note.) father of the said person and am .....  
 (See Note 1.) mother of the said person and am .....  
 (Specify which.) (Age.)  
 years old and am infirm by reason of {  
 (a) .....  
 (b) .....  
 (See Note 1.)  
 (a) .....  
 (b) .....  
 (Here state cause of infirmity.)  
 and that the approximate amount of my independent income during the last  
 preceding year, exclusive of any sums received from said son and exclusive of any  
 sums received as gifts, the same being merely the income of my property, or  
 property held in trust for me, was {  
 (a) .....  
 (b) .....  
 (Fill in amount.)  
 dollars; that during the past year  
 such son has actually contributed or expended for my support the approximate  
 sum of {  
 (a) .....  
 (b) .....  
 (See Note 1.) (State amount.)  
 dollars; and I am dependent upon the labor of such son for sup-

**\* NOTE.** If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm," and the word "sworn" in jurat and substitute the word "affirmed."

**NOTE 1.**—Fill in on lines (a) facts concerning father, and on lines (b) facts concerning mother.



port, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof.

I do further solemnly swear that my said son's income from which I received support was mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.  
(See \* Note.)

I hereby bind myself to report, at once, to said Local Board and notify it whenever conditions entitling such son to discharge cease to exist.

.....  
(Signature of dependent father.)

.....  
(Signature of dependent mother.)

.....  
(Address.)

Subscribed and sworn to before me this .....day  
(See \* Note.) (Day.)  
of ....., 191.....  
(Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

---

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

## Form No. 137a, prepared by Provost Marshal General.

## 2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE OF SON FILED BY HIS DEPENDENT AGED OR INFIRM PARENT OR PARENTS.

STATE OF.....,

County of....., to wit:

I, ..... do solemnly swear that: I am the head of a family,  
 (Name of affiant.) (See \* Note.)  
 and reside at .....  
 (Street and Number.) (City or town and county or township or parish.)  
 ..... within the jurisdiction of Local Board  
 (State, Territory or District.)  
 .....  
 (Insert official designation and address of Local Board where affiant resides.)  
 that ..... who is ..... years old and is personally  
 (Name of person sought to be discharged.) (Age.)  
 well known to me, resides at .....  
 (Street and Number.)

.....  
 (City or town and county or township or parish.) (State, Territory, or District.)  
 and was given Serial Number ..... by Local Board mentioned in the fore-  
 going accompanying affidavit; that { (a) ..... }  
 { (b) ..... }  
 (Note 1.) (Name of dependent parent or parents.)

who { is } personally well known to me, reside(s) at { (a) ..... }  
 { are } (Specify which.) { (b) ..... }  
 (Note 1.) (City or town and county or township or parish.) (State, Territory or District.)

I do further solemnly swear, upon information and belief, that .....  
 (See \* Note.) (Name of son.)  
 is the son of the said { parent }  
 { parents }; and that the said { father }  
 { mother } of said person is  
 (Specify which.) (Specify which or both.)

{ ..... years old } and is infirm by reason of: { (a) ..... }  
 { ..... years old } (Age.) { (b) ..... }  
 (Note 1.) (State cause of infirmity, if any.)  
 (a) .....  
 (b) .....  
 (Note 1.)

the approximate amount of the independent income of such { father }  
 { mother }  
 (Specify which or both.)

preceding year, exclusive of any sums received from such son, and exclusive of any  
 gifts, the same being merely the income derived from independent property of, or held in  
 trust for, such parent(s), was { (a) ..... } dollars; and that during the last  
 { (b) ..... }  
 (State amount, if any.)

preceding year the said son has actually contributed or expended for such support of  
 his said { (a) father } the approximate sum of { (a) ..... } dollars; that the said  
 { (b) mother }  
 (Specify which or both.) (State amount.)

{ (a) father } { is } dependent upon the said son's labor for support, as the term "labor"  
 { (b) mother } { are }  
 (Specify which.) (Strike out one.)

is used in the Rules and Regulations promulgated under the Selective Service Act  
 and printed on the back hereof; and that the income of the said son from which his  
 said { (a) father }  
 { (b) mother } received support was mainly the fruit of such son's mental or  
 (Specify which.)

physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
(See \* Note.)

my belief concerning the source of said son's income and said  $\left\{ \begin{smallmatrix} (a) \text{ father} \\ (b) \text{ mother} \end{smallmatrix} \right\}$  being dependent upon the labor of the said son for support, the approximate amount contributed or expended by the son for the support, and the income of such parent(s) are: .....

.....  
.....  
.....  
(State specific sources of information and grounds for belief.)

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day,  
(See \* Note.) (Day.)

.....  
(Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a) facts concerning the father of the son sought to be discharged and on lines (b) facts concerning the mother.

Form No. 137b, prepared by the Provost Marshal General.

### 3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE OF SON FILED BY HIS DEPENDENT AGED OR INFIRM PARENT OR PARENTS.

STATE OF.....,

County of....., to wit:

I, ....., do solemnly swear that: I am the head of a family,  
(Name of affiant.) (See \* Note.)

and reside at .....  
(Street and Number.) (City or town, and county or township, or parish.)

....., within the jurisdiction of Local Board  
(State, Territory or District.)

.....;  
(Insert official designation and address of Local Board where affiant resides.)

that ..... who is ..... years old and is personally  
(Name of person sought to be discharged.) (Age.)

well known to me, resides at .....  
(Street and Number.)

.....  
(City or town, and county or township, or parish.) (State, Territory or District.)

and was given Serial Number ..... by Local Board mentioned in the fore-  
going accompanying affidavit; that { (a) .....  
(Note 1.) { (b) .....  
(Name of dependent parent or parents.)

who { is } personally well known to me, reside(s) at { (a) .....  
{ are } { (b) .....  
(Street and Number.)

(a) .....  
(b) .....  
(City or town, and county or township or parish.) (State, Territory or District.)

I do further solemnly swear upon information and belief that .....  
(See \* Note.) (Name of son.)

is the son of the said { parent } and that the said { father } of said person is  
{ parents } (Specify which.) { mother } (Specify which or both.)

{ ..... years old } and is infirm by reason of: { (a) .....  
{ ..... years old } { (b) .....  
(Age.) (Note 1.) (State cause of infirmity, if any.)

{ (a) ..... } the approximate amount of the inde-  
{ (b) ..... }  
(Note 1.) (State cause of infirmity, if any.)

pendent income of such { father } during the last preceding year, exclusive  
{ mother } (Note 1.)

of any sums received from such son and exclusive of any gifts, the same being merely  
the income derived from independent property of, or held in trust for, such parent(s),

was { (a) ..... } dollars: and that during the last preceding year the said  
{ (b) ..... }  
(State amount, if any.)

son has actually contributed or expended for such support of his said { (a) father }  
{ (b) mother }

the approximate sum of { (a) ..... } dollars; that the said { (a) father }  
{ (b) mother }  
(Note No. 1.) (State amount.) (Specify which.)

{ is } dependent upon the said son's labor for support, as the term "labor" is used  
{ are } (Strike out one.)

in the Rules and Regulations promulgated under the Selective Service Act and  
printed on the back hereof; and that the income of the said son from which his said

{ (a) father } received support was mainly the fruit of such son's mental or physical  
{ (b) mother }  
(Specify which.)



labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
(See \* Note.)

my belief concerning the source of said son's income and said  $\left\{ \begin{smallmatrix} (a) \text{ father} \\ (b) \text{ mother} \end{smallmatrix} \right\}$  being dependent upon the labor of the said son for support, the approximate amount contributed or expended by the son for the support, and the income of such parent(s) are:

.....  
.....  
.....  
(State specific sources of information and grounds for belief.)

.....  
(Name of head of family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day, ....., 191...  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a) facts concerning the father of the son sought to be discharged and on lines (b) facts concerning the mother.

(The following to appear on back:)

**Read these instructions carefully before making out affidavits.**

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations, by the term "aged or infirm" parent or parents is meant those persons who, from old age or infirmity, are disabled from earning the means of supporting themselves and who, by reason of such age or infirmity, have become dependent for the means of support upon the person in respect of whom the claim is made.

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support should be made by affidavits or forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General, applicable to proof of claim for discharge filed by or in respect of a son of an aged or infirm parent or parents are as follows:

1. Where the claim for discharge of a son was filed *by the son himself*, use Form No. 136.
2. Where the claim for discharge of a son was filed *by his aged or infirm parent or parents*, use Form No. 137.
3. Where the claim for discharge of a son was filed *by some other person* (that is, not by the son or aged or infirm parent or parents), use Form No. 138.

Be sure to use the correct form of affidavits applicable to your particular case.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

The affidavits of heads of families required to support claim for discharge of a son of an aged or infirm parent or parents must be made by two persons that are heads of families, residing within the jurisdictional area of the Local Board having jurisdiction of the son whose discharge is sought, if the aged or infirm parent or parents live within the same jurisdictional area as the son who is sought to be discharged. But if they do not live within the same jurisdictional area, the two affidavits required may be made by two persons, heads of families, residing outside of the jurisdictional area of the Local Board having jurisdiction of the son who is sought to be discharged.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....

(Insert designation by stamp as directed by sec. 3 of Regulation.)

**See** Read instructions on back before making out affidavits. **ES**

Form No. 138, prepared by Provost Marshal General.

**Forms of affidavits in support of claim for discharge filed in respect of a son on the ground that he has an aged or infirm parent or parents dependent upon his labor for support.**

(This form is not to be used when the son himself, or the dependent, has filed the claim.)

**1. AFFIDAVIT OF A PERSON OTHER THAN AN AGED OR INFIRM PARENT OR PARENTS, WHO HAS FILED A CLAIM IN RESPECT OF A SON ON THE GROUND THAT SUCH SON HAS PARENT OR PARENTS DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that:  
 (Name of person making affidavit.) (See \* Note.)  
 reside at .....  
 (Street and Number.)

(City or town and county or township or parish.) (State, Territory or District.)

that ..... who is ..... years old and is personally  
 (Name of son sought to be discharged.) (Age.)

well known to me, resides at .....  
 (Street and Number.) (City or town and county

or township or parish.) (State, Territory or District.)

Number .... by Local Board ..... and  
 (Insert official designation and address of Local Board.)

that I filed a claim for his discharge, in respect of him, on the ground that he  
 had an aged or infirm parent or parents dependent upon his labor for support;

that { (a) .....  
 { (b) .....  
 (See Note 1.) (Name of dependent, aged or infirm parent or parents.)

who { is } personally well known to me, reside(s) at { (a) .....  
 { are } (Strike out one.) { (b) .....  
 (See Note 1.) (Street and Number.)

(a) .....  
 (b) .....  
 (See Note 1.) (City or town and county, township or parish.) (State, Territory or District.)

and he is the father } of the said .....  
 and she is the mother } (Name of person sought to be discharged.)

and is { (a) ..... } years old and is infirm by reason of { (a) .....  
 { (b) ..... } (Age.) { (b) .....  
 (Note 1.)

(a) .....  
 (b) .....  
 (See Note 1.) (State cause of infirmity, if any, of (a) father; (b) mother.)

I do further solemnly swear that I have personally made an investigation and  
 (See \* Note.)

examination of the sources of income of such { (a) father } of the said son whose dis-  
 { (b) mother }  
 (Specify which or both.)

charge is sought, by .....

(State nature and extent of investigation and what examination was made concerning parent or parents independent income.)

that according to the facts disclosed by such investigation and examination that the approximate amount of the independent income the said <sup>(a) father</sup> <sub>(b) mother</sub>;

(Specify which or both.)

during the last preceding year, exclusive of any sums received from the said son, and exclusive of any gifts to such parent(s) was <sup>(a)</sup> <sub>(b)</sub> dollars,

(Note 1.)

(Specify amount if any.)

the same being merely income derived from the property of, or property held in trust for, such parent or parents; and that the said son has actually contributed or expended, during the last preceding year, for the support of such <sup>parent</sup> <sub>parents</sub>;

(Specify which.)

the approximate sum of ..... dollars; and that such <sup>parent is</sup> <sub>parents are</sub> dependent

(State amount.)

(Specify which.)

upon said son's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act printed on the back hereof; and

that the said son's income from which such <sup>parent</sup> <sub>parents</sub> received support was mainly

(Specify which.)

the fruit of his mental or physical labor and not income mainly derived from property or other sources independent of his mental or physical labor.

I do hereby bind myself, at once, to report to, and notify, said Local Board whenever the conditions entitling the said son to discharge cease to exist.

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191...

(See \* Note.)

(Day.)

(Month.)

(Year.)

.....  
Notary Public.

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a) facts concerning the father of the son sought to be discharged and on lines (b) facts concerning the mother.



Form No. 138a, prepared by Provost Marshal General.

**2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED IN RESPECT OF THE SON OF AN AGED OR INFIRM PARENT, BY ANOTHER THAN THE DEPENDENT, ON THE GROUND THAT SUCH PARENT (OR PARENTS) IS (ARE) DEPENDENT UPON THE SON'S LABOR FOR SUPPORT.**

STATE OF.....,

County of....., to wit:

I, .....  
(Name of affiant.)do solemnly swear that: I am head of a family, and reside at .....  
(See \* Note.) (Street and Number.).....  
(City or town and county or township or parish.) (State, Territory or District.)within the jurisdiction of Local Board.....  
(Insert official designation and address of Local Board where affiant resides.)that .....  
(Name of person sought to be discharged.) (Age.)personally well known to me, resides at .....  
(Street and Number.) (City or town and countyor township or parish.) ..... and was given  
(State, Territory or District.)

Serial Number..... by the Local Board mentioned in the foregoing accompanying

affidavit, and that { (a) .....  
(b) .....  
(Note 1.) (Name of dependent parent or parents.)who {is  
are} personally well known to me, reside(s) at { (a) .....  
(b) .....  
(Note.) (Street and Number.)(a) .....  
(b) .....  
(Note.) (City or town and county or township or parish.) (State, Territory or District.)I do further solemnly swear, upon information and belief, that .....  
(See \* Note.) (Name..... is the son of the said {parent  
parents}; that the said {father  
mother} of  
(Specify which.) (Which or both.)said person is { ..... years old } and is infirm by reason of { (a) .....  
(b) .....  
(Age.) (Note 1.){ (a) ..... }  
(b) .....  
(Note 1.) (State cause and nature of infirmity, if any.)independent income of such {father  
mother} during the last preceding year, exclusive of any  
(Specify which or both.)

sums received from such son, and exclusive of any gifts, the same being merely the income derived from independent property of, or held in trust for, such parent(s), was

{ (a) ..... } dollars; that during the last preceding year the said son  
(b) .....  
(State amount, if any.)has actually contributed or expended for such support of his said { (a) father }  
(b) mother }  
(Specify which.)the approximate sum of { (a) ..... } dollars; that the said { (a) father }  
(b) mother }  
(State amount.) (Specify which or both.){is  
are} dependent upon the said son's labor for support, as the term "labor" is used  
(Strike out one.)

in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the income of the said son from which his said

{(a) father } received support was mainly the fruit of such son's mental or physical  
 {(b) mother }  
 (Specify which or both.)  
 labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
 (See \* Note.)  
 my belief concerning the source of said son's income, and said parent(s) being dependent upon his labor for support, the approximate amount contributed or expended by him for such support, and the independent income of such parent(s) are: .....

.....  
 .....  
 .....  
 (State specific sources of information and grounds for belief.)

.....  
 (Name of the head of a family making affidavit.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day, .....;  
 (See \* Note.) (Day.) (Month.)

191...  
 (Year.)

.....  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on lines (a) facts concerning father, and on lines (b) facts concerning mother.

## Form No. 138b, prepared by Provost Marshal General.

**3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED IN RESPECT OF THE SON OF AN AGED OR INFIRM PARENT, BY ANOTHER THAN THE DEPENDENT, ON THE GROUND THAT SUCH PARENT (OR PARENTS) IS (ARE) DEPENDENT UPON THE SON'S LABOR FOR SUPPORT.**

STATE OF.....;

County of....., to wit:

I, ....., do solemnly swear that:  
(Name of affiant.) (See \* Note.)

I am the head of a family, and reside at.....;  
(Street and Number.)

.....  
(City or town and county or township or parish.) (State, Territory or District.)

within the jurisdiction of Local Board.....;  
(Insert official designation and address of Local Board where affiant resides.)

that....., who is ..... years old, and who is personally  
(Name of person sought to be discharged.) (Age.)

well known to me, resides at.....  
(Street and Number.) (City or town and county or township

or parish.) ..... and was given Serial Number .....  
(State, Territory or District.)

by the Local Board mentioned in the foregoing accompanying affidavit, and that

{(a) .....  
(b) .....  
(Note 1.) (Name of dependent parent or parents.)

who {is } personally well known to me, reside(s) at { (a) .....  
(b) .....  
(Note 1.) (Street and Number.)

{(a) .....  
(b) .....  
(Note 1.) (City or town and county or township or parish.) (State, Territory or District.)

I do solemnly swear, upon information and belief, that .....  
(See \* Note.) (Name of son.)

is the son of the said {parent } and that the said {father } of said person is { .. years old }  
(Specify which.) (Specify which or both.) (Age.)

and is infirm by reason of: {(a) .....  
(b) .....  
(Note 1.)

{(a) .....  
(b) .....  
(Note 1.) (State cause and nature of infirmity.)

the approximate amount of the independent income of such {father } during the last  
(Specify which or both.)

preceding year, exclusive of any sums received from such son, and exclusive of any gifts,  
the same being merely the income derived from independent property of, or held

in trust for, such parent(s), was {(a) ..... } dollars; that during the  
(b) .....  
(State amount, if any.)

last preceding year the said son has actually contributed or expended for such support of  
his said {(a) father } the approximate sum of {(a) ..... } dollars; that the said  
(b) mother } {(b) .....  
(Specify which.) (State amount.)

{(a) father } {is } dependent upon the said son's labor for support, as the term "labor"  
(b) mother } {are }  
(Specify which.)

is used in the Rules and Regulations promulgated under the Selective Service Act

and printed on the back hereof; and that the income of the said son from which his said

{(a) father } received support was mainly the fruit of such son's mental or physical  
 {(b) mother }  
 (Specify which  
 or both.)

labor, and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for my  
 (See \* Note.)

belief concerning the source of said son's income and said parent(s) being dependent upon his labor for support, the approximate amount contributed or expended by him for such support, and the independent income of such parent(s) are: .....

.....  
 .....  
 .....

(State specific sources of information and grounds for belief.)

.....  
 (Name of the head of a family making affidavit.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day, .....,  
 (See \* Note.) (Day.) (Month.)

191...  
 (Year.)

.....  
 Notary Public.

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on line (a) facts concerning father, and on line (b) facts concerning the mother.



## Form No. 138c, prepared by Provost Marshal General.

## 4. AFFIDAVIT BY AGED OR INFIRM PARENT (OR PARENTS) IN SUPPORT OF CLAIM FOR DISCHARGE FILED IN RESPECT OF A SON.

STATE OF .....

County of ....., to wit:

I, {<sup>a</sup>.....} do solemnly swear that I reside at  
 {<sup>b</sup>.....} (See \* Note.)  
 (Note 1.) (Name of person making affidavit.)

{(a) .....}  
 {(b) .....}; that  
 (Street and Number.) (City or town and county or township or parish.) (State, Territory or District.)  
 (Note 1.)

..... is my son, and he resides at  
 (Name of person whose discharge is sought.)

.....;  
 (Street and Number.) (City or town and county township or parish.) (State, Territory or District.)  
 that his Serial Number, ....., was given him by the Local Board designated in  
 the accompanying affidavit filed by .....; that I am  
 (Insert name of person making claim.)

{(a) .....} years old and am infirm in health, the nature of my infirmity being  
 {(b) .....}  
 (Note 1.)

{(a) .....};  
 {(b) .....};  
 (Note 1.) (Insert cause and exact nature of infirmity, if any.)

that I have actually received from my son for my support, or he has expended for  
 my support, during the last preceding year, the approximate sum of {<sup>a</sup>.....}  
 {<sup>b</sup>.....}  
 (Note 1.)

dollars; that the approximate amount of my independent income, during the last  
 preceding year, derived from the independent property of, or property held in trust  
 for me, was {<sup>a</sup>.....}  
 {<sup>b</sup>.....} dollars; and that I am dependent upon the labor of  
 (Note 1.)

such son for support as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof.

.....  
 (Signature of dependent father.)

.....  
 (Signature of dependent mother.)

Subscribed and sworn to before me this ..... day of ....., 19.....  
 (See \* Note.) (Day.) (Month.) (Year.)

.....,  
 Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the affidavit and substitute the word "affirm," and strike out the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Insert above (a) facts concerning father, and (b) facts concerning mother.

(The following to appear on back:)

***Read these instructions carefully before making out affidavit.***

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations, by the term "aged or infirm" parent or parents is meant those persons who, from old age or infirmity, are disabled from earning the means of supporting themselves and who, by reason of such age or infirmity, have become dependent for the means of support upon the person in respect of whom the claim is made.

For the purpose of these Rules and Regulations, "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support, should be made by affidavits on forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General applicable to proof of claim for discharge filed by or in respect of a son of aged or infirm parent or parents, are as follows:

1. Where the claim for discharge of a son was filed *by the son himself*, use Form No. 136.
2. Where the claim for discharge of a son was filed in respect of him *by his aged or infirm parent or parents*, use Form No. 137.
3. Where the claim for discharge of a son was filed in respect of him *by some other person than his aged parent or parents*, use Form No. 138.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

The affidavits of the heads of families, required to be filed in support of a claim for discharge filed by a third person, and not by the son or dependent, are not required to be made by persons residing within the area of the Local Board having jurisdiction of the person sought to be discharged. If the claim is filed by the son, or by the dependent, the rule is otherwise, if the dependent lives in the same jurisdictional area as the son.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

**Local Board** .....  
 (Insert designation by stamp as directed in sec. 3 of Regulations.)

**Read instructions on back before making out affidavits.**

**Form No. 139, prepared by Provost Marshal General.**

**Forms of affidavits required supporting a claim for discharge filed by a father of a motherless child under 16 dependent upon his labor for support.**

# 1. AFFIDAVIT OF FATHER.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that I am ..... years  
 (Name of father seeking discharge.) (See \* Note.) (Age.)  
 old and reside at .....  
 (Street and Number.) (City or town and county or township or parish.)  
 ..... and that my Serial Number, ....., was given me  
 (State, Territory or District.)  
 by Local Board .....  
 (Name official designation and address of Local Board.)  
 and that I filed a claim for my discharge with said Local Board on the ..... day  
 (Day.)  
 of ....., 191..., based on the ground that I am the father of a motherless  
 (Month.) (Year.)  
 child under 16 years of age dependent upon my labor for support.

I do further solemnly swear that I am the father of the following {child } whose  
 (See \* Note.) {children }  
 (Specify which.)

name(s), age(s), and place(s) of residence { is } { (a) } .....  
 { are } { (b) } .....  
 { (c) } .....  
 [Note 1.] (Insert name of each child.)  
 (a) .....  
 (b) .....  
 (c) .....  
 (Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
 (Note 1.) (Address of each child.)

and that the mother of said {child } is dead; that the approximate amount of said  
 {children }  
 (Specify which.)

{child's } independent income during the last preceding year, exclusive of any  
 {children's }  
 (Specify which.)

sums received from me, and exclusive of any gifts, the same being merely the  
 income derived from the individual property of, or the property held in trust for,  
 such {child } was ..... dollars: that I have actually  
 {children }  
 (Specify which.) (State amount, if any.)

contributed or expended for the support of such {child } during the last preceding  
 {children }  
 (Specify which.)

year, the approximate sum of ..... dollars; and that such {child }  
 (State amount.) {children }  
 (Specify which.)

is } dependent upon my labor for support as the term "labor" is used in the Rules  
 are }  
 and Regulations promulgated under the Selective Service Act and printed on the back  
 hereof; and that my income from which such {child } received such support was  
 {children }  
 (Specify which.)

mainly the fruit of my mental or physical labor, and was not income mainly  
 derived from property or other sources, independent of his mental or physical labor.

I do hereby bind myself, at once, to notify said Local Board of any change which might in any way modify or alter my claim for discharge, and to report, at once, in person, to said Local Board whenever the conditions entitling me to discharge cease to exist.

.....  
(Name of person claiming discharge.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ..... 191....  
(See \*Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ..... County of .....

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\* NOTE.—If the affidavit is affirmed, strike out the word “swear” in the body of affidavit and substitute the word “affirm” and the word “sworn” in jurat and substitute the word “affirmed.”

NOTE 1.—Fill in on the separate lines (a), (b), (c), respectively, the facts required to be stated relating to each child.



## Form No. 139a, prepared by Provost Marshal General.

## 2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY A FATHER OF A MOTHERLESS CHILD UNDER 16 WHO IS DEPENDENT UPON HIS LABOR FOR SUPPORT.

STATE OF.....,

County of....., to wit:

I, ....., do solemnly  
(Name of the head of family making affidavit.)  
 swear that I am head of a family, and reside at.....  
(Street and Number.)

.....  
(City or town and county or township or parish.)  
 ....., within the jurisdiction of Local  
(State, Territory or District.)

Board .....  
(Insert official designation and address of Local Board where affiant resides.)

that ....., who is..... years old, and is per-  
(Name of father of child under 16.) (Age.)

sonally well known to me, and who resides at.....  
(Street and Number.) (City or town and

county or township or parish.) (State, Territory or District.), was given

Serial Number..... by the Local Board mentioned in the foregoing affidavit  
 signed by him.

I do further solemnly swear, upon information and belief, that he is the father of  
(See \* Note.)

{a child } whose name(s), age(s), and place(s) of residence {is } { (a).....,  
 {children} {are} { (b).....,  
 (Specify which.) { (c).....,  
(Insert name of each child.)  
(Note 1.)

(a).....,  
 (b).....,  
 (c).....,  
(Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
(Note 1.) (Address of each child.)

who {is } personally well known to me, and whose mother is dead; the approximate  
 {are}  
 amount of said {child's } independent income, during the last preceding year, ex-  
 {children's }  
(Specify which.)

clusive of any sums received from the father and exclusive of any gifts, the  
 same being merely the income derived from the independent property of, or the  
 property held in trust for, such {child } was ..... dollars; that during the  
 {children }  
(Specify which.) (State amount, if any.)

last preceding year the said father has actually contributed or expended for the sup-  
 port of his said {child } the approximate sum of ..... dollars; that such  
 {children }  
(Specify which.) (State amount.)

{child is } dependent upon the father's labor for support, as the term "labor"  
 {children are }  
(Strike out one.)

is used in the Rules and Regulations promulgated under the Selective Service Act and  
 printed on the back hereof; and that the said father's income from which such  
 {child }  
 {children } received such support was mainly the fruit of the father's mental or  
 (Specify which.)

my belief concerning the income and dependency of the said {child  
children } and the  
(Specify which.)  
father's contribution for such support, and the source of the father's income, are—

(State specific sources of information and grounds for belief.)

(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this.....day of....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
**Notary Public.**

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on the separate lines (a), (b), (c), respectively, the facts required to be stated relating to each separate child.

Form No. 139b, prepared by Provost Marshal General.

**3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY A FATHER OF A MOTHERLESS CHILD UNDER 16 WHO IS DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF.....

County of....., to wit:

I, ....., do solemnly  
(Name of the head of a family making affidavit.)  
swear that I am head of a family, and reside at.....  
(Street and Number.)

.....  
(City or town and county or township or parish.)  
....., within the jurisdiction of Local  
(State, Territory or District.)

Board.....;  
(Insert official designation and address of Local Board where affiant resides.)

that....., who is ..... years old, and is per-  
(Name of father of child under 16.) (Age)  
sonally well known to me, and who resides at.....  
(Street and Number.) (City or town and

county or township or parish.) (State, Territory, or District.) was given

Serial Number ..... by the Local Board mentioned in the foregoing affidavit  
signed by him.

I do further solemnly swear, upon information and belief, that he is the father of  
(See \* Note.)

{child } whose name(s), age(s), and place of residence {is } (a).....  
{children } {are } (b).....  
(Specify which.) (c).....  
(Note 1.)  
(Insert name of each child.)

(a)....., .....  
(b)....., .....  
(c)....., .....  
(Note 1.)  
(Age of each child.) (Street and Num- (Place.) (State, Territory or District.)  
ber.) (Address of each child.)

who {is } personally well known to me, and whose mother is dead; the approximate  
{are }  
amount of said {child's } independent income during the last preceding year, ex-  
{children's }  
(Specify which.)

clusive of any sums received from the father and exclusive of any gifts, the same  
being merely the income derived from the independent property of, or the property  
held in trust for, such {child } was..... dollars; that, during the  
{children }  
(Specify which.) (State amount, if any.)

last preceding year the said father has actually contributed or expended for the sup-  
port of his said {child } the approximate sum of ..... dollars; that such  
{children }  
(Specify which.) (State amount.)

child is  
children are } dependent upon the father's labor for support, as the term "labor" is  
(Strike out one.)

used in the Rules and Regulations promulgated under the Selective Service Act and  
printed on the back hereof; and that the said father's income from which such

child } received such support was mainly the fruit of the father's mental or physi-  
 children }  
 (Specify which.)  
 cal labor, and was not income mainly derived from property or other sources, inde-  
 pendent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
 (See \*Note.)

my belief concerning the income and dependency of the said {child } and the  
 {children }  
 (Specify which.)  
 father's contribution for such support, and the source of the father's income, are—

.....  
 .....  
 .....

(State specific sources of information and grounds for belief.)

.....  
 (Name of the head of a family making affidavit.)

.....  
 (Address.)

Subscribed and sworn to before me this.....day of....., 191....  
 (See \*Note.) (Day.) (Month.) (Year.)

.....  
 Notary Public.

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on separate lines (a), (b), (c), respectively, the facts required to be stated relating to each separate child.



(The following to appear on back:)

~~Read these instructions carefully before making out affidavit.~~

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support should be made by affidavits or forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General, in support of claim for discharge filed by or in respect of the father of a motherless child under 16 are as follows: {

1. Where the claim for discharge of a husband was filed by the father himself, use Form No. 139.

2. Where the claim for discharge of a father was filed by some other person, use Form No. 140.

Be sure to use the correct form of affidavits applicable to your particular case.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The persons who are required to sign the affidavits must sign and swear, or affirm thereto, before a notary, or other officer vested with the power of taking acknowledgment.

The two affidavits required to be made by heads of families in support of the proof of claim for discharge must be made by persons residing within the jurisdictional area of the local board which has jurisdiction of the person sought to be discharged.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No.....

**Local Board.....**  
 (Insert designation by stamp as directed in sec. 3 of Regulations.)

**~~Read instructions on back before making out affidavit.~~**

**Form No. 140, prepared by Provost Marshal General.**

**Forms of affidavits in support of claim for discharge filed in respect of a father on the ground that he has a motherless child under 16 dependent upon his labor for support.**

(This form is *not* to be used when the person himself has filed the claim.)

**AFFIDAVIT OF A PERSON WHO HAS FILED A CLAIM IN RESPECT OF A FATHER, WHO IS SOUGHT TO BE DISCHARGED, ON THE GROUND THAT THE FATHER HAS A MOTHERLESS CHILD UNDER 16 DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF .....

County of ....., to wit:

I, ....., do solemnly swear that  
 (Name of person making affidavit.) (See \*Note.)

I reside at.....  
 (Street and Number.)

.....  
 (City or town and county or township or parish.) (State, Territory or District.)

within the jurisdiction of Local Board .....  
 (Insert official designation and address of Local Board where affiant resides.)

that ....., who is ..... years old and who is  
 (Name of person sought to be discharged.) (Age.)

personally well known to me, resides at.....  
 (Street and Number.)

.....  
 (City or town and county or township or parish.)

....., and was given Serial Number.....  
 (State, Territory or District.)

by Local Board ....., and that a claim  
 (Insert official designation and address of Local Board.)

in respect of his discharge was filed by me with said Local Board on the .....  
 (Day.)

day of ....., 191....., on the ground that he was the father of a  
 (Month.) (Year.)

motherless child under 16 years of age dependent upon his labor for support.

I do further solemnly swear, upon information and belief, that he is the father of  
 (See \*Note.)

{child } whose name(s), age(s), and place(s) of residence {is } and who {is } person-  
 {children } (Specify which.) {are } {are }

ally well known to me and whose mother is dead.

(If no child, strike out this and following lines relating to children.)

(a)....., (a)....., .....  
 (b)....., (b)....., .....  
 (c)....., (c)....., .....

(Insert name of each child.) (Age of each child.) (Street and Num- (Place.) (State, Territory or  
 (See Note 1.) ber.) District.)

(Address of each child.)

I do further solemnly swear that I have personally made an investigation and  
 (See \*Note.)

examination of the sources of income of the said {child } by.....  
 {children } (Specify which.)

.....  
 (State nature and extent of investigation and examination made concerning children's income.)

that according to the facts disclosed by such investigation and examination the approximate amount of said {child's } independent income during the last preceded-  
(Specify which.)

ing year, exclusive of any sums received from the father and exclusive of any gifts to such {child } the same being merely the income derived from the independent  
(Specify which.)

property of, or the property held in trust for, such {child } was .....  
(Specify which.) (State amount, if any.)

dollars; and that such {child is } dependent upon the father's labor for support as  
(Specify which.)

the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the said father has during the last preceding year actually contributed or expended for such support the approximate sum of ..... dollars.

I do further solemnly swear that the father's income from which such {child }  
(See \*Note.) (Specify which.)

received such support was mainly the fruit of his mental or physical labor, and was not income mainly derived from the property or other sources, independent of his mental or physical labor.

I do hereby bind myself, at once, to notify said Local Board of any change which might in any way modify or alter the said claim for discharge, and to report, at once, in person to said Local Board whenever the conditions entitling the said father to discharge cease to exist.

.....  
(Name of person making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \*Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on the separate lines (a), (b), (c), respectively, the facts required to be stated relating to each separate child.

## Form No. 140a, prepared by Provost Marshal General

**2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED IN RESPECT OF A FATHER WHO IS SOUGHT TO BE DISCHARGED ON THE GROUND THAT HE HAS A MOTHERLESS CHILD UNDER 16 DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF .....

County of ....., to wit:

I, ....., do solemnly  
(Name of the head of a family making affidavit.)

swear that I am head of a family, and reside at.....  
(See \*Note.) (Street and Number.)

.....  
(City or town and county or township or parish.)

....., within the jurisdiction of Local  
(State, Territory or District.)

Board .....  
(Insert official designation and address of Local Board where affiant resides.)

that ..... who is ..... years  
(Name of father of child under 16.) (Age.)

old and who is personally well known to me, resides at.....  
(Street and Number.)

..... (State, Territory  
(City or town and county or township or parish.) or District.)

....., and was given Serial Number ..... by  
or District.)

the Local Board mentioned in the foregoing affidavit.

I do further solemnly swear, upon information and belief, that he is the father of  
(See \*Note.)

a child } whose name(s), age(s), and place(s) of residence { is }  
children } { are }  
(Specify which.)

(a)....., (a)....., ....., .....

(b)....., (b)....., ....., .....

(c)....., (c)....., ....., .....  
(Note 1.) (Note 1.)

(Insert name of each child.) (Age of each child.) (Street and Number.) (Place.) (State, Territory or  
(Address of each child.) District.)

who are personally well known to me and whose mother is dead; that the approximate  
amount of said { child's } independent income during the last preceding year,  
{ children's }  
(Specify which.)

exclusive of any sums received from the father and exclusive of any gifts,  
the same being merely the income derived from the independent property of, or the  
property held in trust for, such { child } was ..... dollars; that during the  
{ children }  
(Specify which.) (State amount, if any.)

last preceding year the said father has actually contributed or expended for such sup-  
port of his said { child } the approximate sum of ..... dollars;  
{ children }  
(Specify which.) (State amount.)

and that such { child is } dependent upon the father's labor for support, as  
{ children are }  
(Strike out one.)

the term "labor" is used in the Rules and Regulations promulgated under the Se-  
lective Service Act and printed on the back hereof; and that the said father's income  
from which such { child } received such support was mainly the fruit of the father's  
{ children }  
(Specify which)



mental or physical labor, and not income mainly derived from property or other sources, independent of his said physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
 (See \* Note.)  
 my belief concerning the income and dependence of said {child  
 {children} and the father's  
 (Specify which.)  
 contribution for such support, and the source of the father's income are—

(State specific sources of information and grounds for belief.)

(Name of the head of a family making affidavit.)

(Address.)

Subscribed and sworn to before me this ..... day of ..... 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

Notary Public.

**State of ....., County of .....**

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on separate lines (a), (b), (c), respectively, the facts to be stated relating to each separate child.

## Form No. 140b, prepared by Provost Marshal General.

**3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED IN RESPECT OF A FATHER WHO IS SOUGHT TO BE DISCHARGED ON THE GROUND THAT HE HAS A MOTHERLESS CHILD UNDER 16 DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF .....,

County of ....., to wit:

I, ....., do solemnly  
(Name of the head of a family making affidavit.)  
swear that I am the head of a family, and reside at.....  
(See \* Note.) (Street and Number.)

.....  
(City or town and county or township or parish.)  
....., within the jurisdiction of Local  
(State, Territory or District.)

Board .....  
(Insert official designation and address of Local Board where affiant resides.)

that ..... who is ..... years  
(Name of father of child under 16.) (Age.)

old and who is personally well known to me, resides at .....  
(Street and Number.)

.....  
(City or town and county or township or parish.) (State, Territory

..... and was given Serial Number..... by  
or District.)

the Local Board mentioned in the foregoing affidavit.

I do further solemnly swear, upon information and belief, that he is the father of  
(See Note.)

{a child } whose name(s), age(s), and place(s) of residence {is }—  
{children }  
(Specify which.)

(a)....., (a)....., ....., .....

(b)....., (b)....., ....., .....

(c)....., (c)....., ....., .....

(Insert name of each child.) (Age of each child.) (Street and Number.) (Place.) (State or Territory  
(Note 1.) (Note 1.) (Address of each child.) or District.)

who are personally well known to me, and whose mother is dead; the approximate  
amount of said {child's } independent income, during the last preceding year,  
{children's }  
(Specify which.)

exclusive of any sums received from the father and exclusive of any gifts,  
the same being merely the income derived from the independent property of, or the  
property held in trust for, such {child } was ..... dollars; that during the  
{children }  
(Specify which.) (State amount, if any.)

last preceding year the said father has actually contributed or expended for such sup-  
port of his said {child } the approximate sum of ..... dollars;  
{children }  
(Specify which.) (State amount.)

and that such {child is } dependent upon the father's labor for support, as the  
{children are }  
(Strike out one.)

term "labor" is used in the Rules and Regulations promulgated under the Selective  
Service Act and printed on the back hereof; and that the said father's income from  
which such {child } received such support was mainly the fruit of the father's  
{children }  
(Specify which.)

mental or physical labor, and not income mainly derived from property or other sources, independent of his said physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
(See \* Note.)

my belief concerning the income and dependency of said {child  
children} and the father's  
(Specify which.)  
contribution for such support, and the source of the father's income, are—

(State specific sources of information and grounds for belief.)

(Name of the head of a family making affidavit.)

(Address.)

Subscribed and sworn to before me this ..... day of....., 191...  
(See \* Note.) (Day.) (Month.) (Year.)

**Notary Public.**

**State of....., County of.....**

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on separate lines (a), (b), (c), respectively, the facts to be stated relating to each separate child.

(The following to appear on back:)

**~~52~~ Read these instructions carefully before making out affidavit. -62**

#### **IMPORTANT INSTRUCTIONS.**

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support should be made by affidavits on forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General, are as follows:

1. Where the claim for discharge of a father was filed by the father himself, use Form No. 139.
2. Where the claim for discharge of a husband was filed by some other person in respect to the father, use Form No. 140. But a child under 10 is not permitted to file such a claim.

**Be sure to use the correct form of affidavits applicable to your particular case.**

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The affidavits of the heads of families required to be filed in support of a claim for discharge by or in respect of the father of a motherless child under 16 years of age must be made by persons residing within the jurisdictional area of the Local Board which has jurisdiction of the person sought to be discharged.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)



Serial No. ....

**Local Board** .....  
 (Insert designation by stamp as directed in sec. 3 of Regulations.)

**Read instructions on back before making out affidavits.**

Form No. 141, prepared by the Provost Marshal General.

**Form of affidavits required supporting a claim for discharge filed by a brother of orphan child or children under 18 dependent upon his labor for support.**

# 1. AFFIDAVIT OF A BROTHER WHO HAS FILED HIS CLAIM FOR DISCHARGE.

STATE OF .....

County of ..... to wit:

I, ..... do solemnly swear that I am .....  
 (Name of brother seeking discharge.) (See \*Note.) (Age.)  
 years old and reside at .....  
 (Street and Number.) (City or town and county or township or parish.)  
 ..... and that my Serial Number, ....., was given me  
 (State, Territory or District.)  
 by Local Board .....

(Name official designation and address of Local Board.)

and that I filed a claim for my discharge with said Local Board on the .... day  
 (Day.)  
 of ....., 191..., based on the ground that I am the brother of {a child } under 16  
 (Month.) (Year.) {children }  
 (Strike out one.)

years of age, who has (have) neither father nor mother living and who {is } dependent  
 {are }  
 upon my labor for support.

I do further solemnly swear that I am the brother of the following {child } whose  
 (See \*Note.) {children }  
 (Strike out one.)

father and mother are both dead and whose name(s), age(s), and place(s) of residence {is }  
 {are }

(a).....	(a).....	.....	.....	.....
(b).....	(b).....	.....	.....	.....
(c).....	(c).....	.....	.....	.....
(Insert name of each child.)	(Age of each child.)	(Street and Num- (Place.) (State, Territory or		
(See Note 1.)	(Note 1.)	ber.) (Address of each child.) District.)		

I do further solemnly swear that the approximate amount of said {child's }  
 (See \*Note.) {children's }  
 (Strike out one.)  
 independent income, during the last preceding year, exclusive of any sums  
 received from me, and exclusive of any gifts, the same being merely the income  
 derived from the individual property of, or the property held in trust for, such  
 child {children }, was ..... dollars; that I have  
 (Strike out one.) (State amount, if any.)

actually contributed or expended for the support of such {child } during the last  
 {children }  
 (Strike out one.)  
 preceding year the approximate sum of ..... dollars; and that  
 (State amount.)

such {child is } dependent upon my labor for support, as the term "labor" is  
 {children are }  
 (Strike out one.)  
 used in the Rules and Regulations promulgated under the Selective Service Act and  
 printed on the back hereof.

I do further solemnly swear that my income from which such {child } received  
 (See \*Note.) {children }  
 (Strike out one.)  
 such support from me was mainly the fruit of my mental or physical labor, and not in-

come mainly derived from property or other sources, independent of my mental or physical labor.

I do hereby bind myself, at once, to notify said Local Board of any change which might in any way modify or alter my claim for discharge, and to report, at once, in person to said Local Board whenever the conditions entitling me to discharge cease to exist.

.....  
(Name of person claiming discharge.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 19....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public,

State of ....., County of .....

---

\*NOTE.—If the affidavit is affirmed, strike out the word “swear” in the body of affidavit and substitute the word “affirm” and the word “sworn” in jurat and substitute the word “affirmed.”

NOTE 1.—Fill in on the separate lines (a), (b), (c), respectively, the facts required to be stated relating to each child.

## STATE OF.....

**County of**....., **to wit:**

I, \_\_\_\_\_, do solemnly  
(Name of the head of a family making affidavit.)

swear that I am the head of a family, and reside at.....  
(See \* Note.) (Street and Number.)

(City or town and county or township or parish.)

....., within the jurisdiction of Local  
(State, Territory or District.)

Board.....  
(Insert official designation and address of Local Board where affiant resides.)

that....., who is personally well  
(Name of person sought to be discharged.)

known to me, is ..... years old, and resides at.....  
 (Age.) (Street and Number.) (City or town and county  
 or township or parish.) (State, Territory or District.) ..... was given

Serial Number.....by the Local Board mentioned in his accompanying affidavit.

I do further solemnly swear that I am personally acquainted with  $\left\{ \begin{array}{l} \text{a child} \\ \text{children} \end{array} \right\}$  whose  
(See \* Note.) (Strike out one.)

father and mother are both dead, and whose name(s), age(s), and place (s) of residence  $\left\{ \begin{array}{l} \text{is} \\ \text{are} \end{array} \right\}$  —

(a)....., (a)....., ....., ....., .....

(b)....., (b)....., ....., ....., .....

(c).....	(c).....				
(Insert name of each child.)	(Age of each child.)	(Street and Number.)	(Place.)	(State, Territory	
(See Note 1.)	(Note 1.)		(Address of each child.)	or District.)	

I do solemnly swear, upon information and belief, that he is the brother of the

(See \* Note.)

**said {child  
children} and that during the last preceding year the said brother has actually**  
(Specify which.)

contributed or expended for such support of the said {child  
children} the approximate  
(Specify which.)

sum of.....; and that the approximate amount of such {child's  
(State amount.) {children's} independent  
(Specify which.)

income, during the last preceding year, exclusive of any sums received from their said brother, and exclusive of any gifts, and the same being merely the income derived from the property of, or held in trust for, such {child } was ..... dollars;

and that the said child (or children) is (are) dependent upon the said brother's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that such brother's income, from which such dependent(s) received support, was income mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources, independent of his mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds  
(See \* Note.)  
 for my belief concerning income and dependency of said {child } and the brother's  
 {children }  
(Specify which.)  
 income and the approximate amount of his contribution for such support are—

.....  
 .....  
 .....

(State specific information of sources and grounds of belief.)

.....  
(Name of the head of a family making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 19....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of.....

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm"; and the word "sworn" in jurat and substitute the word "affirmed."

NOTE.—Fill in on separate lines (a), (b), (c), respectively, the facts required to be stated relating to each child.



## Form No. 141b, prepared by Provost Marshal General.

**3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM FOR DISCHARGE, FILED BY A BROTHER OF AN ORPHAN CHILD OR CHILDREN, DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF.....,

County of....., to wit:

I, ....., do solemnly  
(Name of the head of a family making affidavit.)

swear that I am the head of a family, and reside at.....  
(See \* Note.) (Street and Number.)

.....  
(City or town and county or township or parish.)

....., within the jurisdiction of Local  
(State, Territory or District.)

Board.....  
(Insert official designation and address of Local Board where affiant resides.)

that....., who is personally well  
(Name of person sought to be discharged.)

known to me, is ..... years old, and resides at.....  
(Age.) (Street and Number.)

..... was given  
(City or town and county or township or parish.) (State, Territory or District.)

serial number ..... by the Local Board mentioned in his accompanying affidavit.

I do further solemnly swear that I am personally acquainted with { a child } whose  
(See \* Note.) { children } (Strike out one.)

father and mother are both dead, and whose name(s), age(s), and place(s) of residence { is }  
{ are }

(a)....., (a)....., ....., ....., .....

(b)....., (b)....., ....., ....., .....

(c)....., (c)....., ....., ....., .....

(Insert name of each child.) (Age of each child.) (Street and number.) (Place.) (State or Territory.)  
(See Note 1.) (Note 1.) (Address of each child.)

I do solemnly swear, upon information and belief, that he is the brother of the said  
(See \* Note.)

{ child } and that during the last preceding year the said brother has actually contrib-  
{ children } (Specify which.)

uted or expended for such support of the said { child } the approximate sum of.....;  
{ children } (Specify which.) (State amount.)

dollars; and that the approximate amount of such { child's } independent income,  
{ children's } (Specify which.)

during the last preceding year, exclusive of any sums received from their said brother, and exclusive of any gifts, and the same being merely the income derived from the property of, or held in trust for, such { child } was ..... dollars;  
{ children } (Specify which.) (State amount, if any.)

and that the said child (or children) is (are) dependent upon the said brother's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that such brother's income, from which such dependent(s) received support, was income mainly the fruit of his mental or physical labor and was not income mainly derived from property or other sources independent of his mental or physical labor.

(See \* Note.)

id { child } a  
(Specify which.)

(State specific information of sources and grounds for belief.)

.....  
(Address.)

(See \* Note.)

**Notary Public.**

the word "affirm"; and the words "sworn to" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on separate lines (a), (b), (c), respectively, the facts required to be stated relating to each child.

(The following to appear on back:)

~~Read these instructions carefully before making out affidavit.~~

#### IMPORTANT INSTRUCTIONS.

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support should be made by affidavits on forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General, applicable to proof of claim filed by or in respect of a brother of orphan child or children under 16 who are dependent upon his labor for support, are as follows:

1. Where the claim for discharge of a husband was *filed by the brother himself*, use Form No. 141.

2. Where the claim for discharge of a brother was *filed by some other person*, use Form No. 142.

Be sure to use the correct form of affidavits applicable to your particular case.

The two affidavits required to be made by heads of families in support of the proof of claim for discharge must be made by persons residing within the jurisdictional area of the Local Board which has jurisdiction of the person sought to be discharged.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgment.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board.....  
(Insert designation by stamp as directed in sec. 3 of Regulations.)

*Read instructions on back before making out affidavits.*

Forms of affidavits in support of claim for discharge filed in respect of a brother of an orphan child or children under 16, dependent upon his labor for support.

Form No. 142, prepared by Provost Marshal General.

(This form is *not* to be used when the brother himself has filed the claim.)

1. AFFIDAVIT OF A PERSON WHO HAS FILED A CLAIM IN RESPECT OF A BROTHER OF AN ORPHAN CHILD OR CHILDREN, DEPENDENT UPON SUCH BROTHER'S LABOR FOR SUPPORT.

STATE OF.....,

County of....., to wit:

I, ....., do solemnly swear that:  
(Name of person making affidavit.) (See \* Note.)

I reside at.....,  
(Street and Number.)

.....,  
(City or town and county or township or parish.) (State, Territory or District.)

within the jurisdiction of Local Board.....;  
(Insert official designation and address of Local Board where affiant resides.)

that....., who is personally well known to  
(Name of person sought to be discharged.)

me, who is... years old, resides at.....,  
(Age.) (Street and Number.) (City or town and

....., and was given Serial Number.....  
county or township or parish.) (State, Territory or District.)

by Local Board....., and that  
(Insert official designation and address of Local Board.)

I filed a claim in respect of his discharge with said Local Board on the.....  
(Day.)

day of ....., 191..., on the ground that he was the brother of { a child }  
(Month.) (Year.) { children }  
(Specify which.)

under 16 years of age who { has } neither father nor mother living and who { is } de-  
{ have } { are }  
pendent upon his labor for support.

I do further solemnly swear that the said person is a brother of { a child } who  
(See \* Note.) { children }  
(Specify which.)

{ is } personally well known to me, and whose father and mother are both dead, and  
{ are } whose name(s), age(s), and place(s) of residence { is }  
{ are }

(a)....., (a)....., .....

(b)....., (b)....., .....

(c)....., (c)....., .....

(Insert name of each child.) (Age of each child.) (Street and Number.) (Place.) (State or Territory.)  
(See Note 2.) (Note 2.) (Address of each child.)

I do further solemnly swear that I have personally made an investigation and  
(See \*Note.)

examination of the sources of income of the said { child  
children } .....  
(Specify which.)

.....  
(State nature and extent of investigation and what examination was made concerning dependent's independent income.)

that according to the facts disclosed by such investigation and examination that the approximate amount of said { child's  
children's } independent income during the last preceding year, exclusive of any sums received from the said brother, and exclusive of any

gifts to such { child  
children } the same being merely income derived from the individual  
(Specify which.)

property of, or the property held in trust for, such { child  
children } was ..... dollars;  
(Specify which) (State amount, if any.)

that such { child is  
children are } dependent upon the brother's labor for support as the term  
(Specify which.)

"labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that the said brother has during the last preceding year actually contributed or expended for such support the approximate sum of ..... dollars.  
(Amount.)

I do further solemnly swear that the brother's income from which such { child  
children }  
(See \* Note.) (Specify which.)

received such support, is mainly the fruit of his mental or physical labor, and was not income mainly derived from property or other sources independent of his mental or physical labor.

I do hereby bind myself, at once, to notify said Local Board of any change which might in any way modify or alter my claim for such brother's discharge, and to report, at once, in person to said Local Board whenever the conditions entitling such brother to discharge cease to exist.

.....  
(Name of person making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191...  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

\*NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 2.—Fill in on the separate lines (a), (b), (c), respectively, the facts required to be stated relating to each separate child.



Form No. 142a, prepared by Provost Marshal General.

**2. FIRST AFFIDAVIT OF THE HEAD OF A FAMILY IN SUPPORT OF CLAIM  
FOR DISCHARGE, FILED IN RESPECT OF A BROTHER OF AN ORPHAN  
CHILD OR CHILDREN DEPENDENT UPON HIS LABOR FOR SUPPORT.**

STATE OF.....

County of....., to wit:

I, ....., do solemnly  
(Name of the head of a family making affidavit.)swear that I am the head of a family, and reside at.....  
(See \*Note.) (Street and Number.).....  
(City or town and county or township or parish.)....., within the jurisdiction of Local  
(State, Territory or District.)Board .....;  
(Insert official designation and address of Local Board where affiant resides.)that....., who is personally well  
(Name of person sought to be discharged.)known to me, and who resides at.....  
(Street and Number.) (City or town and county or town-

ship or parish.) (State, Territory or District.) was given Serial

Number.....by the Local Board mentioned in his accompanying affidavit.

I do further solemnly swear that I am personally acquainted with {a child } whose  
(See \* Note.) {children } (Specify which.)father and mother are both dead, and whose name(s), age(s), and place(s) of  
residence {is }  
{are }

(a)....., (a)....., ....., ....., .....

(b)....., (b)....., ....., ....., .....

(c)....., (c)....., ....., ....., .....  
(Insert name of each child.) (Age of each child.) (Street and Number.) (Place.) (State, Territory or  
(See Note 1.) [Note 1.] (Address of each child.) District.)I do further solemnly swear, upon information and belief, that such person is a  
(See \*Note.)brother of the said {child }  
{children } (Strike out one.)has actually contributed and paid out for such support of the said {child } the  
{children } (Specify which.)approximate sum of.....and that the approximate amount of such {child's }  
(State amount.) {children's } (Specify which.)separate income during the last preceding year, exclusive of any sums received from the  
said brother, and exclusive of any gifts, and being merely the income derived from the  
property of, or held in trust for such {child } was .....dollars; and that  
{children } (Specify which.) (State amount, if any.)the said {child } are dependent upon the said brother's labor for support, as the term  
{children } (Specify which.)

"labor" is used in the Rules and Regulations promulgated under the Selective Service  
Act and printed on the back hereof; and that such brother's income, from which such  
dependent(s) received support, was mainly the fruit of his mental or physical labor  
and not income mainly derived from property or other sources, independent of his  
mental or physical labor.

I do further solemnly swear that the sources of my information and the grounds for  
(See \* Note.)

my belief concerning said {child's  
children's} income and {his  
her} being dependent upon the  
(Specify which.) (Specify which.)

said brother for support and the brother's income, and the approximate amount of his contribution for said support are—

(State specific sources of information and grounds for belief.)

(Name of the head of a family making affidavit.)

(Address.)

Subscribed and sworn to before me this ..... day of ....., 19.....  
(See \* Nota.) (Day.) (Month.) (Year.)

.....  
**Notary Public.**

**State of ....., County of .....**

\* NOTE.—If the affidavit is affirmed, scratch out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on separate lines (a), (b), (c), respectively, the facts required to be stated relating to each child.

## Form No. 149b, prepared by Provost Marshal General.

## 3. SECOND AFFIDAVIT OF THE HEAD OF A FAMILY, IN SUPPORT OF CLAIM FOR DISCHARGE, FILED IN RESPECT OF A BROTHER OF AN ORPHAN CHILD OR CHILDREN DEPENDENT UPON HIS LABOR FOR SUPPORT.

STATE OF .....

County of....., to wit:

I, ..... do solemnly swear  
 (Name of the head of a family making affidavit.) (See \* Note.)  
 that I am the head of a family, and reside at .....  
 (Street and Number.)  
 .....  
 (City or town and county or township or parish.)  
 ....., within the jurisdiction of Local  
 Board.....; that  
 (Insert official designation and address of Local Board where affiant resides.)  
 ....., who is personally well known to  
 (Name of person sought to be discharged.)  
 me, and who resides at .....  
 (Street and Number.) (City or town and county or township  
 or parish.) (State, Territory or District.)  
 was given  
 Serial Number ..... by the Local Board mentioned in his accompanying affidavit.

I do further solemnly swear that the said person is a brother of {a child } whose  
 (See \* Note.) {children }  
 (Specify which.)  
 father and mother are both dead, and whose name(s), age(s), and place(s) of residence {is }  
 {are }  
 (a)....., (a)....., .....  
 (b)....., (b)....., .....  
 (c)..... (c).....  
 (Insert name of each child.) (Age of each child.) (Street and Number.) (Place.) (State, Territory or District.)  
 (See Note 1.) [Note 1.] (Address of each child.)  
 I do solemnly swear, upon information and belief, that such person is the brother  
 (See \* Note.)  
 of the said {child } and that during the last preceding year the said brother has  
 {children }  
 (Strike out one.)  
 actually contributed and paid out for such support of the said {child } the approximate sum of ..... dollars; and that the approximate amount  
 {children }  
 (Specify which.)  
 (State amount.)  
 of such {child's } separate income during the last preceding year, exclusive of any  
 {children's }  
 (Specify which.)  
 sums received from their said brother and exclusive of any gifts, the same being merely the income derived from the property of, or held in trust for such {child }  
 {children }  
 (Specify which.)  
 was ..... dollars; that such {child is } dependent upon the said  
 {children are }  
 (Strike out one.)  
 (State amount, if any.)

brother's labor for support, as the term "labor" is used in the Rules and Regulations promulgated under the Selective Service Act and printed on the back hereof; and that such brother's income, from which such dependent(s) received support, was income mainly the fruit of his mental or physical labor and not income mainly derived from property or other sources, independent of his mental and physical labor.

**I do further solemnly swear that the sources of my information and the grounds for**  
(See \* Note.)

my belief concerning said {child's  
children's} income and {his  
her} being dependent upon the  
(Specify which.) (Specify which.)

said brother for support, and the brother's income, and the approximate amount of his contribution for such support are—

(State specific sources of information and grounds for belief.)

(Name of head of family making affidavit.)

(Address.)

Subscribed and sworn to before me this.....day of....., 19...  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary public.

State of....., County of.....

\* NOTE.—If the affidavit is affirmed, scratch out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

NOTE 1.—Fill in on separate lines (a), (b), (c), (d), respectively, the facts required to be stated relating to each child.

(The following to appear on back:)

**READ THESE INSTRUCTIONS CAREFULLY BEFORE MAKING OUT AFFIDAVIT.**

**IMPORTANT INSTRUCTIONS.**

For the purpose of these Rules and Regulations "labor" shall be construed to mean bodily or mental exertion. It may be either physical or intellectual: it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

The proof required to support a claim for discharge filed by, or in respect of, a person on the ground that he has another person dependent on his labor for support, should be made by affidavits on forms prepared by the Provost Marshal General.

The forms of proof, as prepared by the Provost Marshal General, are therefore as follows:

1. Where the claim for discharge of a brother was filed *by the brother himself*, use Form No. 141.

2. Where the claim for discharge of a brother was filed *by some other person than the brother* (a child under 16 may not file such a claim), use Form No. 142.

Be sure to use the correct form of affidavits applicable to your particular case.

The affidavits of the two persons, heads of families, required to be filed in support of a claim for discharge must be made by persons residing within the jurisdictional area of the Local Board which has jurisdiction of the person sought to be discharged.

The affidavits are to be filed with the Local Board issuing notice to the person sought to be discharged to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of claim for discharge.

The persons who are required to sign the affidavits must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgments.

All blanks must be filled in legibly, in ink, and the parts of the form not applicable to the particular case should be stricken out.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)



Serial No. ....

Local Board. . . . .  
(Insert designation by stamp as directed by sec. 3 of Regulations.)~~Read instructions on back before making out affidavit.~~

Form No. 143, prepared by the Provost Marshal General.

Form of affidavit, supporting claim for discharge by, or in respect of, member of a well-recognized religious sect or organization whose existing creed or principles forbid its members participating in war in any form.

## 1. AFFIDAVIT OF PERSON WHOSE DISCHARGE IS SOUGHT.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that I  
(Name.) (See \* Note.)

am ..... years old, and reside at .....  
(Age.) (Street and Number.) (City town and  
county or township or parish.) (State, Territory or District.)

and that Serial Number .....  
was given me by Local Board .....  
(Insert official designation and address of Local Board.)

and that claim for my discharge was filed with said Local Board on the .....  
(Day.)

day of ....., 191....., on the ground that I was a person who was  
(Month.) (Year.)

a member of a well-recognized religious sect or organization, organized and existing  
May 18, 1917, whose then existing creed or principles forbade its members to partici-  
pate in war in any form and whose religious convictions are against war or  
participation therein in accordance with the creed or principles of said well-  
recognized religious sect or organization.

I do further solemnly swear that I am a member in good faith and good standing of the  
(See \* Note.)

.....  
(State full name of well-recognized religious sect or organization of which he as a member now claims  
discharge.)

....., which, on the 18th day of May, 1917, was organized and ex-  
isting as a well recognized religious sect or organization whose existing creed or  
principles forbade its members to participate in war in any form.

I do further solemnly swear that my religious convictions are against war or partici-  
(See \* Note.)

pation therein in accordance with the creed or principles of said religious organization.

I do hereby bind myself to report in person and to notify said Local Board, at once,  
whenever the conditions entitling me to discharge cease to exist.

.....  
(Signature of person making affidavit.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191.....  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
Notary Public.

State of ....., County of .....

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substi-  
tute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

Form 143a. prepared by Provost Marshal General.

2. AFFIDAVIT OF CLERK OR MINISTER IN SUPPORT OF CLAIM  
FOR DISCHARGE.

STATE OF .....

County of ....., to wit:

I, ..... do solemnly swear that  
(Name of clerk or minister.) (See \* Note.)I am { the clerk } of .....  
          { a minister } (Specify which.) (Give full name of religious sect or organization.)and I hereby certify that ..... who is personally  
(Give name of person seeking discharge.)

known to me, is now a member of said religious sect or organization.

I do further solemnly swear that the said religious sect or organization was organized  
(See \* Note.)and existing on the 18th day of May, 1917, and was then a well-recognized religious  
sect or organization, and that the then existing creed or principles of said religious  
sect or organization forbade its members to participate in war in any form.I hereby bind myself that if the said person whose discharge is now sought ceases  
to be a member of said religious sect or organization, or if the existing creed or  
principles of said religious sect or organization are changed so as not to forbid its  
members participating in war in any form, or whenever the conditions entitling  
such person to discharge cease to exist I will at once notify said Local Board, and  
will also request my successor in office to give such a notice......  
(Signature of clerk or minister.).....  
(Religious sect or organization.).....  
(Address.)Subscribed and sworn to before me this ..... day of ....., 191...  
(See \* Note.) (Day.) (Month.) (Year.).....  
Notary Public.  
State of ....., County of .....\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and sub-  
stitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

(The following to appear on back:)

~~Read~~ *Read this carefully before making out affidavit.*

**IMPORTANT INSTRUCTIONS.**

These forms of affidavits are to be used where discharge is claimed by, or in respect of, any person who is a member of any well recognized religious sect or organization, organized and existing May 18, 1917, and whose then existing creed or principles forbade its members to participate in war in any form, and whose religious convictions are against war or participation therein, in accordance with the creed or principles of said religious organization.

Two affidavits are required to be made out in support of a claim for discharge on the above grounds. The first affidavit must be made by the person whose discharge is sought, and the second must be made by the clerk or minister of the sect or organization of which the person claiming discharge is a member.

Section 3 of the act of Congress of May 18, 1917, provides: No person so exempted shall be exempted from service in any capacity that the President shall declare to be noncombatant.

In case a person is discharged by a Local Board on the ground of religious belief, the certificate of discharge issued to such person shall state that he shall not be required or compelled to serve in any capacity except in a capacity which has been declared by the President to be noncombatant.

The person for whom discharge has been claimed must sign and swear or affirm to the first affidavit before a notary or other officer vested with the power to take acknowledgment. The second affidavit must be similarly signed and acknowledged by a clerk or minister of the religious sect or organization.

These affidavits are to be filed with the Local Board issuing notice to the person now sought to be discharged, to appear for his physical examination, and must be presented to said Local Board within 10 days after the filing with said Local Board of the claim for discharge.

All blanks must be filled in, legibly, in ink.

Great care should be exercised in furnishing all the information required and called for in the Rules and Regulations as indicated in the forms prepared by the Provost Marshal General.

(See penalty clause, p. 6.)

Serial No. ....

Local Board.....  
 (Insert designation by stamp according to sec. 3 of Regulations.)

Form No. 174, prepared by Provost Marshal General.

**CERTIFICATE TO PERSON CLAIMING EXEMPTION UNDER SUBDIVISION  
 (i) OF SECTION 20 OF THE RULES AND REGULATIONS.**

This certifies that a claim for exemption having been filed with this Local Board on the ..... day of ....., 191....., by or in respect of the person  
 (Day.) (Month.) (Year.)  
 named herein, on the ground specified in subdivision (i) of section 20 of the Rules and Regulations prescribed by the President June 30, 1917, and the said claim in the opinion of this Local Board having been substantiated and the right of such person to a certificate established in accordance with the act of Congress approved May 18, 1917, and said Rules and Regulations; therefore.....  
 (Name.)

who resides at.....,  
 (Street and Number.) (City, town and county or township or parish.)  
 ....., whose Serial Number ..... was  
 (State, Territory or District.)

given him by this Local Board, shall not be required or compelled to serve in any capacity except in some capacity declared by the President to be noncombatant.

The name of such person will be certified to the District Board having jurisdiction in accordance with section 24 of said Rules and Regulations.

This certificate is issued subject to all the limitations and conditions of said act of Congress and all the Rules and Regulations prescribed by the President thereunder, and shall be null and void whenever the conditions entitling the person thereto cease to exist.

Local Board.....  
 (Insert designation.)

By .....  
 Chairman.

.....  
 Clerk.

Dated this ..... day of ....., 19.....  
 (Day.) (Month.) (Year.)

(See penalty clause, p. 6.)

Serial No. ....

**Local Board** .....  
 (Insert designation by stamp, as directed by sec. 3 of Regulations.)

**Read instructions on back before making out affidavit.**

**Form No. 144, prepared by the Provost Marshal General.**

**Form of Certificate supporting claim for discharge by, or in respect of, a person convicted of felony.**

**CERTIFICATE OF CLERK OF COURT OF RECORD IN THE UNITED STATES  
 IN SUPPORT OF CLAIM FOR DISCHARGE OF A FELON.**

I, ....., hereby certify that I  
 (Name of clerk of court.)  
 am the clerk of ..... Court in the  
 (Name of court.)  
 United States, which said court is a court of record in the United States, and that  
 I have custody of the records of said court, and have personally examined such rec-  
 ords and certify that it appears from said records that .....  
 (Name of person whose discharge is sought.)  
 to whom Serial Number ..... was given him by the Local Board .....  
 (Insert official designation and address of Local Board.)  
 was on the ..... of ..... 191.... convicted of the crime  
 (Day.) (Month.) (Year.)  
 of ..... in said court.  
 (State nature of crime.)

I do further say that if said conviction is set aside and such fact is noted on the  
 record of this court, I will, at once, notify the Local Board named above, and will  
 also request my successor in office to give such a notice.

.....  
 (Signature of clerk of court.)

.....  
 (Address.)

(Affix Seal of Court.)

Given under my hand and the official seal of said court this ..... day  
 (Day.)  
 of ....., 191....  
 (Month.) (Year.)

(The following to appear on back:)

**Read this carefully before making out certificate.**

**IMPORTANT INSTRUCTIONS.**

The certificate in support of claim for discharge of a person convicted of felony is  
 required to be made by a clerk of a court of record in the United States.

All blanks must be filled in, legibly, in ink.

This certificate is to be filed with the Local Board issuing notice to the person sought  
 to be discharged to appear for physical examination, and must be presented to said  
 local board within 10 days after the filing with said Local Board of a claim for discharge.

(See penalty clause, p. 6.)



Serial No. ....

Local Board .....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Form No. 145, prepared by Provost Marshal General.

## CERTIFICATE OF DISCHARGE FROM MILITARY SERVICE.

This certifies that a claim for discharge having been filed with this Local Board on the ..... day of ....., 191....., by or in respect of the person named herein, on the ground that such person was.....  
(Day.) (Month.) (Year.)

(State specific ground relied on in the claim for discharge.)

and said claim, in the opinion of this Local Board, having been substantiated and the right of such person to a certificate established, in accordance with the act of Congress approved May 18, 1917, and the Rules and Regulations prescribed by the President thereunder, therefore .....

(Name of person receiving certificate.)

who resides at....., .....  
(Street and Number.) (City, town and county or township or parish.)

....., whose Serial Number..... was  
(State, Territory, or District.)

given him by this Local Board, is hereby discharged from immediate liability to serve under the present call for military service of the United States made by this Local Board.

The person to whom this certificate is issued must report to this Local Board as follows: \*

† This certificate expires on the ..... day of ....., 191.....,  
(Day.) (Month.) (Year.)

and is thereafter null, void, and of no effect unless before said date it is renewed.

This certificate is issued subject to all the limitations and conditions of said act of Congress and all the Rules and Regulations prescribed thereunder, amongst which are:

1. It shall not continue when a cause therefor no longer exists.
2. It may at any time be revoked, withdrawn, or modified by this Local Board so as to render such person liable to military service, or it may be renewed.
3. The person to whom it is issued shall immediately report in person and shall notify this Local Board of—
  - (a) The discontinuance of the cause for the issuance of this certificate, or
  - (b) Any change which might modify in any way the cause of his discharge.
4. Upon receiving notice that this certificate has been revoked, withdrawn, modified, or renewed, the person to whom it is issued shall at once present it in person to this Local Board and surrender it.
5. A failure to report in person or to give notice as herein required, or to conform to any of the conditions hereof will be sufficient ground for the immediate revocation and withdrawal of this certificate.
6. The decision granting this certificate is subject to review on appeal, and may be affirmed, modified, or reversed by the District Board having jurisdiction. This certificate may be affirmed, modified, or withdrawn in accordance with the decision of such District Board.

Local Board.....  
(Insert designation.)

By .....  
(Chairman.)

.....  
(Clerk.)

Dated this ..... day of ....., 191.....  
(Day.) (Month.) (Year.)

\* Fill in time for reporting if the evidence discloses, in the opinion of the Local Board, a definite date when the conditions entitling such person to a certificate of discharge will cease to exist. If the evidence does not disclose such date, strike out this clause.

† The date of the expiration of the certificate of discharge must be inserted by the Local Board whenever under the circumstances, in the opinion of the Local Board, the cause for the issuance of this certificate will cease to exist. If no such time can, in the opinion of the Local Board, be fixed, strike out this clause.

(The following to appear on back:)

PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000 or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission, is a principal. (Sec. 332, Criminal Code of United States.)

**Local Board** .....  
 (Insert designation by stamp according to sec. 3 of Regulations.)

**Address** .....

**Form No. 146, prepared by Provost Marshal General.**

**LIST OF PERSONS CALLED INTO THE SERVICE OF THE UNITED STATES  
 NOT EXEMPTED OR DISCHARGED.**

**To District Board for** .....  
 (Here insert designation in accordance with rule 33 of Regulations.)

**Local Board** .....  
 (Insert designation by stamp according to sec. 3 of Regulations.)  
**hereby certifies to District Board** .....  
 (Insert designation by stamp according to sec. 33 of Regulations.)  
**the following list of the names and addresses of persons who have been duly and  
 legally called for the military service of the United States, and who have not been  
 exempted or discharged.**

Serial No.	Name.	Address given on registration card.	Order No.
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

**Local Board** .....

**By** .....

*Chairman.*

.....  
*Clerk.*

**Local Board** .....  
 (Insert designation by stamp according to sec. 3 of Regulations.)

Address: .....

To District Board .....  
 (Here insert designation in accordance with rule 33 of Regulations.)

**Form No. 147, prepared by Provost Marshal General.**

**LIST OF PERSONS EXEMPTED OR DISCHARGED FROM THE SERVICE  
OF THE UNITED STATES.**

Local Board.....  
 (Insert designation by stamp according to sec. 3 of Regulations.)  
 hereby certifies to District Board.....  
 (Insert designation by stamp according to sec. 33 of Regulations.)  
 the following list of names of persons and their addresses who have been duly and  
 legally called by said Local Board for the military service of the United States and who  
 have been, by said Local Board, exempted or discharged within the meaning of the  
 Rules and Regulations prescribed by the President under the act of Congress  
 approved May 18, 1917.

Serial No.	Name.	Address given on registration card.	Order No.
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

Local Board .....

By .....  
*Chairman.*

.....  
*Clerk.*

Serial No. ....

Local Board .....  
 (Insert designation by stamp according to sec. 3 of Regulations.)

Address.....

Form No. 148, prepared by Provost Marshal General.

**NOTICE OF CERTIFICATION TO DISTRICT BOARD WHEN CLAIM OF  
EXEMPTION OR DISCHARGE HAS BEEN DENIED.**

To .....  
 (Name.)

.....  
 (Address.)

You are hereby notified that you were, on the ..... day of ....., 191...,  
 certified by this Local Board to District Board .....  
 (Here insert designation in accordance with sec.  
 33 of Regulations.)

as having been called for the military service of the United States, and not exempted  
 or discharged, your claim for {exemption } having been, by this Local Board, on the  
 {discharge }  
 ..... day of ....., denied.

If you have filed a claim of exemption or discharge with this Local Board which  
 has been denied, you may, according to the provisions of sec. 26 of the Rules and  
 Regulations prescribed by the President under and pursuant to the act approved on  
 the 18th day of May, 1917, claim an appeal from the decision of this Local Board  
 denying your claim of exemption or discharge to said District Board to which you have  
 been certified: *Provided*, That your claim of appeal is filed at the office of this Local  
 Board within 10 days after the day on which this notice was mailed to you, and a  
 notice of the filing of such claim of appeal to such District Board on a form pro-  
 vided by the Local Board is filed with said District Board within said period of 10  
 days.

If you are prevented by necessary absence or because of illness from filing your  
 claim of appeal within said period, this Board may, in its discretion, allow you to file  
 a claim of appeal after the expiration of said 10 days, provided you show to the satis-  
 faction of the Board that you were so prevented by necessary absence or illness.

Your claim of appeal must be made on a form prepared by the Provost Marshal  
 General which you may procure on application at the office of this Local Board.

Under the act of Congress approved May 18, 1917, each District Board has original,  
 exclusive jurisdiction to hear and determine in respect of persons whose names have  
 been certified to it by any Local Board as called for service and not exempted or  
 discharged, all questions or claims for including or excluding or discharging such  
 person arising under the following provisions of the said act authorizing the President  
 to exclude or discharge "persons engaged in industries, including agriculture, found  
 to be necessary to the maintenance of the Military Establishment, or the effective  
 operation of the military forces, or the maintenance of national interest during the  
 emergency."

Any claim for discharge upon this ground must be filed with the *District Board* to  
 which the name of the claimant has been certified, upon a form prepared by the  
 Provost Marshal General (Form No. 161 or No. 161a) which will be supplied by the  
 District Boards or Local Boards, on or before the *fifth* day after the mailing by a Local



Board of this notice that your name has been certified to such District Board as called for service and not exempted or discharged.

Local Board.....

By .....

*Chairman.*

.....

*Clerk.*

N. B.—The date of the mailing of this notice is the ..... day of ..... ,  
191.....

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
 (Insert designation by stamp according to sec. 3 of Regulations.)

Address .....

Form No. 149, prepared by Provost Marshal General.

**NOTICE OF CERTIFICATION TO DISTRICT BOARD WHEN CLAIM OF  
 EXEMPTION OR DISCHARGE MADE IN RESPECT OF ANOTHER HAS  
 BEEN DENIED.**

To .....  
 (Insert name of person making claim.)

.....  
 (Address given in claim filed.)

You are hereby notified that.....  
 (Here insert name of person in respect of whom claim was made.)

was on the ..... day of ....., 191...., certified by this  
 Local Board to District Board ..... as having been called for the  
 (Insert designation according to sec. 33 of Regulations.)  
 military service of the United States, and not exempted or discharged, your claim

for {exemption} having been, by this Local Board, on this ..... day of .....,  
 {discharge}  
 (Specify which.)  
 191.., denied.

You may, according to the provisions of rule 26 of the Rules and Regulations pre-  
 scribed by the President, under and pursuant to the act, approved on the 18th  
 day of May, 1917, claim an appeal from the decision of this Local Board  
 denying your claim of {exemption}  
 {discharge} to the said District Board to which  
 (Specify which.)

.....  
 (Insert name of person in respect of whom claim was made.)  
 has been certified, *Provided*, That your claim of appeal is filed at the office of this  
 Local Board within 10 days after the day on which this notice was mailed to you  
 and a notice of the filing of such claim of appeal to such District Board on a form  
 provided by the Local Board is filed with said District Board within said period of  
 10 days.

Local Board .....

By .....  
*Chairman.*

.....  
*Clerk.*

N. B.—The date of the mailing of this notice is the ..... day of .....,  
 191....

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Address .....

Form No. 150, prepared by Provost Marshal General.

NOTICE OF CERTIFICATION TO DISTRICT BOARD WHEN NO CLAIM  
OF EXEMPTION OR DISCHARGE HAS BEEN MADE.To .....  
(Name.).....  
(Address.)

(Serial No. ....) (Order No. ....)

You are hereby notified that you were on the ..... day of.....,  
191..., certified by this Local Board to District Board .....  
(Insert designation according to rule 33, Regulations.)..... as having been called for the military service of the  
(Address.)  
United States and not exempted or discharged.

Local Board .....

By .....  
Chairman......  
Clerk.The date of this notice is the ..... day of ....., 191.....  
(Date.) (Month.) (Year.)

(See penalty clause, p. 6.)

Serial No. ....

Local Board .....  
(Here insert designation by stamp according to sec. 3 of Regulations.)

Address.....

Form No. 153, prepared by Provost Marshal General.

## CLAIM OF APPEAL BY PERSON CERTIFIED TO DISTRICT BOARD.

To Local Board.....  
(Here insert designation by stamp according to sec. 3 of Regulations.)

Address.....

I, .....  
(Name.) (Address.)now hereby claim an appeal to the District Board for.....  
(Here insert designation according to sec. 33 of Regulations.)

\*.....

.....

.....

.....  
(Name of person claiming an appeal.).....  
(Address.)

\* Specify in the blank lines the nature of the decision of the Local Board appealed from, whether relating to claim of exemption or discharge, or to physical fitness or unfitness for military service.

Serial No. ....

Local Board .....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Address.....

Form No. 154, prepared by Provost Marshal General.

## CLAIM OF APPEAL BY ANOTHER IN RESPECT OF PERSON CERTIFIED.

To Local Board.....

Address.....

I, .....  
(Name.) (Address.)having heretofore filed a claim of {exemption  
discharge} in respect of.....  
(Specify which.) (Insert name of person in....., which claim was  
respect of whom claim was filed.)on the ..... day of ....., 191....., denied, now hereby claim an appeal  
to District Board..... from the(Insert designation of District Board.)  
decision of this Local Board denying said claim......  
(Name.).....  
(Address.)Dated this ..... day of ..... 191.....  
(Date.) (Month.) (Year.)

Serial No. ....

**Local Board** .....  
 (Here insert designation by stamp according to sec. 3 of Regulations.)  
**Address**.....

Form No. 151, prepared by Provost Marshal General.

**NOTICE OF CLAIM OF APPEAL BY PERSON CERTIFIED TO DISTRICT BOARD.**

To District Board.....  
 (Here insert designation by stamp according to sec. 33 of Regulations.)  
**Address**.....

I, .....  
 (Name.) (Address.)  
 hereby give notice that on the ..... day of ....., 191.....,  
 (Day.) (Month.) (Year.)

I filed with Local Board .....  
 (Insert designation according to sec. 3 of Regulations.)  
 ....., a claim of appeal to your honorable  
 (Address.)  
 board from the decision of the said Local Board, .....

\* .....  
 .....  
 .....

.....  
 (Name of person claiming appeal.)  
 .....  
 (Address.)

**N. B.**—This notice of claim of appeal must be filed with the District Board to whom it is addressed within 10 days after the mailing of the notice to the person that he has been certified to the District Board.

\* Specify in the blank lines the nature of the decision of the Local Board appealed from, whether relating to claim of exemption or discharge, or to physical fitness or unfitness for military service.



Serial No. ....

**NOTICE OF CLAIM OF APPEAL BY PERSON OTHER THAN PERSON  
CERTIFIED.**

**Form No. 152, prepared by Provost Marshal General.**

To District Board .....  
(Insert designation of District Board to which appeal is claimed.)

Address: .....

I, .....  
(Name.) (Address.)

hereby give notice that on the ..... day of ....., 191..., I filed with  
Local Board ..... at .....  
(Insert designation according to sec. 3 of Regulations.) (Address.)

a claim of appeal to your honorable Board from the decision of said Local Board deny-  
ing my claim for {exemption} filed with said Local Board on the ..... day of  
{discharge}  
(Specify which.)

....., 191..., in respect of .....  
(Name of person called in respect of whom claim is made.)

....., who has been certified by said Local Board for the  
(Address.)

military service of the United States to this District Board.

.....  
(Name.)

.....  
(Address.)

**NOTE.**—This notice of claim of appeal must be filed with the district board to whom it is addressed  
within ten days after the mailing of the notice to the person making the claim of exemption or discharge  
that the claim had been denied.

Serial No. ....

Local Board .....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Address: .....

**Form No. 155, prepared by Provost Marshal General.**

**NOTICE OF EXTENSION OF TIME FOR FILING CLAIM AND NOTICE  
OF APPEAL.**

To District Board .....  
(Insert designation according to sec. 33 of Regulations.)

Address: .....

Notice is hereby given that upon the application of .....  
(Insert name of person making application.)

made by or in respect of .....  
(Insert name of person by or in respect of whom claim of appeal is to be made.)

good cause therefor having been shown, the time within which the claim of appeal  
to said District Board from the decision of this Local Board denying his claim for

{exemption} has been extended by this Local Board to the ..... day of  
{discharge}  
(Specify which.)

....., 191... and the time for filing the notice of said claim of appeal has been  
extended to the ..... day of ..... 191...

Local Board .....

By .....

*Chairman.*

*Clerk.*

Dated this ..... of ..... 191....  
(Day.) (Month.) (Year.)

# RECORD OF THE FIRST AND ORGANIZATION MEETING OF THE DISTRICT BOARD FOR THE .....

(Insert designation of District Board according  
to sec. 33 of Regulations.)

**Form No. 156, prepared by Provost Marshal General.**

The first and organization meeting of the District Board for the .....  
(Insert designation of

board in accordance with sec. 33 of Regulations.) was held on .....  
(Day of week.)  
the ..... of ..... 191....., at ..... o'clock .....  
(Day.) (Month.) (Year.) (Time.)  
M., at .....  
(Street and number.) (City, town, county, or parish.)  
.....  
(State, Territory, or District.)

There were personally present:

.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....

On motion duly seconded, ..... was  
elected temporary chairman of the meeting.

On motion duly seconded, ..... was  
elected temporary secretary.

The temporary chairman thereupon called the meeting to order and requested those  
present to announce their names and to file their oaths of office with the temporary  
secretary.

The following announced their names and filed their oaths of office as requested:

.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....

The temporary chairman then announced that the first business before the meeting  
was the election of a chairman of the said District Board.

Nominations were thereupon made and an election was held and .....  
(Name of person elected.)  
was duly elected chairman of said District Board.

Having taken his seat, the chairman thereupon announced that the next business  
before the meeting was the election of a secretary.

Nominations were thereupon made and an election was held and .....  
(Name of person elected.)  
was elected secretary of said District Board.

There being no further business before the meeting, it was, upon motion, duly  
seconded, adjourned to meet at .....  
(Office of District Board.)

on the ..... day of ..... 191.....  
(Day.) (Month.) (Year.)

.....  
Chairman.

.....  
Secretary.

Serial No. ....

The District Board for .....  
 (Here insert designation according to sec. 33 of Regulations.)  
 .....  
 (Address.)

Form No. 157, prepared by Provost Marshal General.

NOTICE OF DECISION OF DISTRICT BOARD ON CLAIM OF APPEAL FILED  
 BY PERSON CALLED.

To .....  
 (Here insert name of person called.)

.....  
 (Address.)

You are hereby notified that this District Board, having considered your claim of appeal from the decision of Local Board.....  
 (Here insert designation of Local Board from which appeal was taken.)  
 and having considered all affidavits and the record with respect to said claim of appeal, has, this ..... day of .....  
 (Day.) (Month.)  
 191.... {affirmed } said decision.  
 (Year.): {reversed }  
 {modified\* }  
 (Specify which by striking out two.)

.....  
 District Board for .....  
 (Insert designation.)

By .....  
*Chairman.*

.....  
*Secretary.*

.....  
 \* If the decision is modified, state in the blank lines how and wherein it is modified.

Serial No. ....

**The District Board for** .....  
 (Here insert designation according to sec. 33 of Regulations.)  
 .....  
 (Address.)

Form No. 158, prepared by Provost Marshal General.

**NOTICE OF DECISION OF DISTRICT BOARD ON CLAIM OF APPEAL FILED  
 IN RESPECT OF ANOTHER.**

**To** .....  
 (Here insert name of person filing claim.)  
 .....  
 (Address.)

You are hereby notified that this District Board, having considered your claim of appeal from the decision of Local Board .....  
 (Here insert designation of Local Board from which appeal is taken.)  
 filed by you in respect of ..... and  
 (Here insert name of person in respect of whom claim was filed.)

having considered all affidavits and the record with respect to said claim {denying }  
 {allowing }  
 (Strike out one.)

appeal, has, this ..... day of ....., 191....., {affirmed }  
 (Day.) (Month.) (Year.) {reversed } said decision.  
 {modified\* }  
 (Specify which by striking out two.)

.....  
 .....  
 .....  
 .....

District Board for .....  
 (Insert designation.)

By .....  
 Chairman.

.....  
 Secretary.

\* If the decision is modified, state in the blank lines how and wherein it is modified.

Serial No. ....

The District Board for .....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Form No. 159 prepared by Provost Marshal General.

CERTIFICATE OF EXEMPTION ISSUED BY DISTRICT BOARD ON  
APPEAL.This certifies that this District Board having considered the appeal taken by or in  
respect of .....

(Name of person by or in respect of whom appeal was taken.)

whose Serial No. .... was given by Local Board No. ....

(Insert designation of Local Board

....., from the decision of the said Local Board,  
from which appeal was taken.)and having considered all affidavits filed in support of said claim, and the record  
with respect thereto, the said claim for exemption in the opinion of this District  
Board having been substantiated and the right of such person to a certificate estab-  
lished, in accordance with the act of Congress and the Rules and Regulations pre-  
scribed by the President thereunder, therefore, .....

(Name.)

who resides at .....  
(Street and number.) (City, town, and county or township or parish.)....., is hereby exempted from immediate  
(State, Territory, or District.)liability to serve under the present call for military service of the United States  
made by said Local Board.The person to whom this certificate is issued must report to this District Board as  
follows:\*† This certificate expires on the ..... of ....., 191....., and is  
(Day.) (Month.) (Year.)

thereafter null, void, and of no effect, unless before said date it is renewed.

This certificate is issued subject to all the limitations and conditions of said act  
of Congress and all the rules and regulations prescribed thereunder, among which are:

1. It shall not continue when a cause therefor no longer exists.
2. It may at any time be revoked, withdrawn, or modified by this District Board  
so as to render such person liable to military service, or it may be renewed.
3. The person to whom it is issued shall immediately report in person and shall  
notify this board—
  - (a) Of the discontinuance of the cause for the issuance of this certificate; or
  - (b) Any change which might in any way modify the cause of his exemption.
4. Upon receiving notice that this certificate has been revoked, withdrawn, or  
renewed, the person to whom it is issued shall at once present it in person to this  
District Board and surrender it.
5. A failure to report in person or to give notice as herein required or to conform to  
any of the conditions hereof will be sufficient ground for the immediate revocation  
and withdrawal of this certificate.

The District Board for .....  
(Insert designation.)By .....  
Chairman.

Secretary.

Dated this ..... of ....., 191.....  
(Day.) (Month.) (Year.)\* Fill in time for reporting if the evidence discloses in the opinion of the District Board a definite date  
when the conditions entitling such person to a certificate of exemption will cease to exist. If the evidence  
does not disclose such date, strike out this clause.† The date of the expiration of the certificate of exemption must be inserted by the District Board when-  
ever under the circumstances, in the opinion of the District Board, the cause for the issuance of this cer-  
tificate will cease to exist. If no such time can, in the opinion of the Local Board, be fixed, strike out this  
clause.

(See penalty clause, p. 6.)



Serial No. ....

The District Board for .....  
(Insert designation by stamp according to sec. 3 of Regulations.)

Form No. 159a prepared by Provost Marshal General.

CERTIFICATE OF DISCHARGE ISSUED BY DISTRICT BOARD ON  
APPEAL.This certifies that this District Board having considered the appeal taken by or in  
respect of.....

(Name of person by or in respect of whom appeal was taken.)

whose Serial No. .... was given by Local Board No.....

(Insert designation of Local Board

....., from the decision of the said Local Board,  
from which appeal was taken.)and having considered all affidavits filed in support of said claim, and the record  
with respect thereto, the said claim for discharge in the opinion of this District  
Board having been substantiated and the right of such person to a certificate estab-  
lished, in accordance with the act of Congress and the Rules and Regulations pre-  
scribed by the President thereunder, therefore, .....

(Name.)

who resides at .....  
(Street and number.) (City, town, and county or township or parish.)

(State, Territory, or District.)

..... is hereby discharged from immediate  
liability to serve under the present call for military service of the United States  
made by said Local Board.The person to whom this certificate is issued must report to this District Board as  
follows:\*.....  
† This certificate expires on the ..... of ..... 191....., and is  
(Day.) (Month.) (Year.)

thereafter null, void, and of no effect, unless before said date it is renewed.

This certificate is issued subject to all the limitations and conditions of said act  
of Congress and all the rules and regulations prescribed thereunder, among which are:

1. It shall not continue when a cause therefor no longer exists.
2. It may at any time be revoked, withdrawn, or modified by this District Board  
so as to render such person liable to military service, or it may be renewed.
3. The person to whom it is issued shall immediately report in person and shall  
notify this board—
  - (a) Of the discontinuance of the cause for the issuance of this certificate; or
  - (b) Any change which might in any way modify the cause of his discharge.
4. Upon receiving notice that this certificate has been revoked, withdrawn, or  
renewed, the person to whom it is issued shall at once present it in person to this  
District Board and surrender it.
5. A failure to report in person or to give notice as herein required or to conform to  
any of the conditions hereof will be sufficient ground for the immediate revocation  
and withdrawal of this certificate.

The District Board for .....  
(Insert designation.)By .....  
Chairman......  
Secretary.Dated this ..... of ..... 191.....  
(Day.) (Month.) (Year.)\* Fill in time for reporting if the evidence discloses in the opinion of the District Board a definite date  
when the conditions entitling such person to a certificate of discharge will cease to exist. If the evidence  
does not disclose such date, strike out this clause.† The date of the expiration of the certificate of discharge must be inserted by the District Board when-  
ever under the circumstances, in the opinion of the District Board, the cause for the issuance of this cer-  
tificate will cease to exist. If no such time can, in the opinion of the Local Board, be fixed, strike out this  
clause.

## PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000 or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission, is a principal. (Sec. 332, Criminal Code of United States.)

1. The first part of the document is a list of the names of the persons who have been appointed to the various offices of the city of New York.

2. The second part of the document is a list of the names of the persons who have been appointed to the various offices of the city of New York.

Serial No. ....

**The District Board for**.....  
 (Insert designation of District Board according to sec. 33 of Regulations.)

Form No. 161, prepared by Provost Marshal General.

**CLAIM FOR DISCHARGE FILED WITH DISTRICT BOARD BY PERSON  
 CERTIFIED.**

I, ..... (Insert name of person making claim.) ..... (Address.)  
 Serial Number ....., given me by Local Board .....  
 (Here insert designation according to sec. 3 of Regulations.)

having been certified to this District Board as having been called for military service,  
 and being neither exempted nor discharged by said Local Board, now hereby claim  
 my discharge from liability for military service upon the ground that I am engaged in an  
 {industrial enterprise } necessary to the maintenance of the Military Establishment,  
 {agricultural enterprise }  
 (Strike out one.)  
 or the effective operation of the military forces, or the maintenance of the national  
 interest during the emergency.

The particular designated enterprise in which I am engaged is—

.....

My continuance in said enterprise is necessary to the maintenance thereof, and I can  
 not be replaced by another person without a direct, substantial material loss and detri-  
 ment to the adequate and effective operation of the said enterprise.

.....  
 (Signature of person claiming discharge for himself.)

.....  
 (Address.)

Date .....

N. B.—Read notice and instructions on back.

Serial No. ....

The District Board for.....  
 (Insert designation of District Board, according to sec. 33 of Regulations.)

Form No. 161a, prepared by Provost Marshal General.

# CLAIM FOR DISCHARGE OF PERSON CERTIFIED TO DISTRICT BOARD MADE BY ANOTHER.

.....  
 (Insert name of person called.) (Address.)  
 Serial No. ...., having been certified by Local Board.....  
 (Insert designation of  
 Local Board in accordance with sec. 3 of Regulations.) to this District Board as having been called  
 for the military service of the United States, being neither exempted nor discharged,  
 I, ..... hereby claim discharge from liability for  
 (Insert name of person making claim.)  
 military service for the said ..... upon the  
 (Insert name of person called.)

ground that he is engaged in an {industrial enterprise } necessary to the maintenance  
 {agricultural enterprise }  
 (Strike out one.)

of the Military Establishment, or the effective operation of the military forces, or the  
 maintenance of the national interest during the emergency as follows:

The particular designated enterprise of which he is engaged in is—

.....  
 His continuance in said enterprise is necessary to the maintenance thereof, and  
 he can not be replaced by another person without a direct, substantial material loss  
 and detriment to the adequate and effective operation of the said enterprise.

.....  
 (Signature of person claiming discharge on behalf of another.)

.....  
 (Address.)

Date.....

N. B.—Read notice and instructions on back.



Serial No. ....

**The District Board for.....**

(Insert designation of District Board in accordance with sec. 23 of Regulations.)

**Form No. 162, prepared by Provost Marshal General.****CERTIFICATE OF DISCHARGE BECAUSE ENGAGED IN A NECESSARY INDUSTRIAL OR AGRICULTURAL ENTERPRISE.**

This certifies that ....., who resides  
(Name of person discharged.)  
at .....  
(Street and number.) (City, town, and county or township or parish.)  
....., whose Serial No. ...., was given by  
(State, Territory, or District.)  
Local Board ..... by or in respect of whom a  
(Insert designation of Local Board.)  
claim for discharge was filed with this District Board on the ..... of .....  
(Day.) (Month.)  
191....., on the ground that he was engaged in .....  
(Year.) (Here insert industrial or agricultural

enterprise in which person called was engaged.)  
and it appearing to this District Board  
that the said enterprise is necessary to the maintenance of the Military Establish-  
ment, or the effective operation of the military forces, or to the maintenance of  
national interest during the emergency, and that the continuance of the said  
..... in said enterprise is necessary to the  
(Insert name of person called.)

maintenance thereof, and that he can not be replaced by another person without  
direct, substantial material loss and detriment to the adequate and effective opera-  
tion of the said enterprise, therefore the said above-named person is discharged  
from immediate liability to serve under the present call for military service of the  
United States made by Local Board.....  
(Here insert designation of Local Board which called person.)

The person to whom this certificate is issued must report to this District Board as follows:\*

† This certificate expires on the ..... of ..... 191....., and is  
(Day) (Month.) (Year.)  
thereafter null, void, and of no effect, unless before said date it is renewed.

This certificate is issued subject to all the limitations and conditions of said act  
of Congress and all the rules and regulations prescribed thereunder, among which are:

1. It shall not continue when a cause therefor no longer exists.
2. It may at any time be revoked, withdrawn, or modified by this District Board  
so as to render such person liable to military service, or it may be renewed.
3. The person to whom it is issued shall immediately report in person and shall  
notify this board—  
(a) Of the discontinuance of the cause for the issuance of this certificate; or  
(b) Any change which might in any way modify the cause of his discharge.
4. Upon receiving notice that this certificate has been revoked, withdrawn, or  
renewed, the person to whom it is issued shall at once present it in person to this  
District Board and surrender it.

\* Fill in time for reporting if the evidence discloses, in the opinion of the District Board, a definite date  
when the conditions entitling such person to a certificate of discharge will cease to exist. If the evidence  
does not disclose such date, strike out this clause.

† The date of the expiration of the certificate of discharge must be inserted by the District Board when-  
ever under the circumstances, in the opinion of the District Board, the cause for the issuance of this cer-  
tificate will cease to exist. If no such time can, in the opinion of the Local Board, be fixed, strike out this  
clause.

5. A failure to report in person or to give notice as herein required or to conform to any of the conditions hereof will be sufficient ground for the immediate revocation and withdrawal of this certificate.

The District Board for .....  
(Insert designation.)

By .....  
Chairman.

.....  
Secretary.

Dated this ..... of ..... 191.....  
(Day.) (Month.) (Year.)

#### PENALTIES.

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and, upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000 or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission, is a principal. (Sec. 332, Criminal Code of United States.)

## NOTICE AND INSTRUCTIONS.

Under the act of Congress approved May 18, 1917, the President is authorized to exclude or discharge from the selective draft:

"Persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of the national interest during the emergency."

Construing the law, the Regulations prescribed by the President provide as follows:

"The word 'necessary' as used in said act of Congress shall be construed and held to mean that the discontinuance of, or serious interruption in, the particular, designated, industrial enterprise, or the particular, designated, agricultural enterprise in which the person is engaged would result in substantial material loss and detriment to the adequate and effective maintenance of the Military Establishment, or the adequate and effective operation of the military forces, or the maintenance of national interest during the emergency.

"The word 'necessary' as used in the phrase 'that his continuance therein is necessary to the maintenance thereof, in these regulations shall be construed and held to mean that the withdrawal of the labor or service of such person would directly result in substantial material loss and detriment to the adequate and effective operation of the particular, designated, industrial enterprise, or particular, designated, agricultural enterprise in which such person is engaged.

"Affidavits in support of or in opposition to any such claim shall be filed within five days after the filing of a claim for discharge by or in respect of any such person.

"The words of the act 'persons engaged in industries, including agriculture,' shall not be construed and held to mean that a person engaged in a particular enterprise or particular agricultural enterprise is entitled to be discharged by reason of the fact that such class of industry, taken as a whole, or agriculture, taken in its entirety, is necessary to the maintenance of the Military Establishment, of the effective operation of the military forces, or the maintenance of national interest during the emergency.

"In order to substantiate any such claim the evidence submitted must establish that the particular, designated, industrial enterprise or particular, designated, agricultural enterprise is necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency.

"The evidence must also establish, even if the particular industrial enterprise or particular agricultural enterprise is found necessary for one of the above purposes, that the continuance of such person therein is necessary to the maintenance thereof, and that he can not be replaced by another person without direct, substantial material loss and detriment to the adequate and effective operation of the particular industrial enterprise or particular agricultural enterprise in which he is engaged."

*Affidavits in support or in opposition to claim for discharge under this section of the law must be filed within five days after the filing of a claim for discharge by or in respect of any person called.*

Serial No. ....

The District Board for.....  
 (Here insert designation according to sec. 33 of Regulations.)  
 .....  
 (Address.)

Form No. 163, prepared by Provost Marshal General.

### CLAIM OF APPEAL TO THE PRESIDENT BY PERSON CERTIFIED OR BY ANOTHER ON HIS BEHALF.

I hereby claim an appeal to the President of the United States from the decision  
 of your Honorable Board denying the claim for discharge of.....  
 (Here insert name of person by

.....Serial No. ...., filed with your Honorable Board  
 or in respect of whom discharge was claimed.)

on the ..... day of ....., 191.....  
 (Day.) (Month.) (Year.)

.....  
 (Here insert name of person claiming appeal.)

.....  
 (Address.)

N. B.—A claim of appeal to the President must be made to the District Board  
 denying such claim within seven days after such District Board shall have mailed  
 notice to the person filing the claim for discharge after the final decision denying  
 such claim.

The District Board for.....  
 (Here insert designation, according to sec. 33 of Regulations.)

Form No. 164, prepared by Provost Marshal General.

### CERTIFICATE OF LIST TO ADJUTANT GENERAL.

To the Adjutant General,

.....  
 (Insert State, Territory, or District.)

This certifies that the following is a list, giving names, serial numbers,  
 and addresses of all persons called for military service by Local Board

....., who have not been  
 (Here insert designation according to sec. 3 of Regulations.)  
 exempted or discharged:

Serial No.	Name of person called.	Order No.	Address.
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

The District Board for .....  
 (Insert designation.)

By .....

Chairman.

.....

Secretary.

Serial No. ....

**Local Board** .....  
 (Here insert designation by stamp according to sec. 3 of Regulations.)

Form No. 165, prepared by Provost Marshal General.

## REVOCATION OF CERTIFICATE OF EXEMPTION BY LOCAL BOARD.

The certificate of exemption issued by this Local Board to.....  
 (Name.)  
 ....., Serial No. ....  
 (Address.)  
 on the ..... of ....., 191....., is hereby revoked.  
 (Day.) (Month.) (Year.)

The ground for this revocation is .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 (Here insert cause of revocation of certificate of exemption.)

**Local Board**.....  
 (Insert designation.)

By .....  
*Chairman.*

.....  
*Clerk.*

Dated this ..... of ....., 191.....  
 (Day.) (Month.) (Year.)



Serial No. ....

Local Board .....  
(Here insert designation by stamp according to sec. 3 of Regulations.)

Form No. 168, prepared by Provost Marshal General.

## NOTICE OF REVOCATION OF CERTIFICATE OF EXEMPTION BY LOCAL BOARD.

To ..... Serial No. ....  
(Name.)  
.....  
(Address.)

You are hereby notified that the certificate of exemption issued to you on the .....  
 of ....., 191....., by this Local Board has been by this Local Board  
 (Month.) (Year.)  
 revoked upon the ground that.....  
 .....  
 .....  
 .....

(Insert cause for revocation.)

According to the act of Congress approved May 18, 1917, and the Rules and Regulations proscribed by the President, it is your duty, and you are hereby required, to surrender forthwith to this Local Board the said certificate of exemption.

Your name has been restored to the list of those called for military service.

Local Board .....  
(Insert designation.)

By .....  
 Chairman.  
 .....  
 Clerk.

Dated this ..... of ....., 191.....  
 (Day.) (Month.) (Year.)

Serial No. ....

Local Board .....  
(Here insert designation by stamp according to sec. 3 of Regulations.)

Form No. 167, prepared by Provost Marshal General.

REVOCATION OF CERTIFICATE OF DISCHARGE BY LOCAL BOARD.

The certificate of discharge issued by this Local Board to .....  
(Name.)  
....., Serial No. ...., on the ..... of .....  
(Address.) (Day.) (Month.)  
191....., is hereby revoked.  
(Year.)

The ground for this revocation is.....  
.....  
.....  
.....  
.....  
(Here insert cause of revocation of certificate of discharge.)

Local Board .....  
(Insert designation.)

By .....  
Chairman.  
.....  
Clerk.

Dated this ..... of ....., 191.....  
(Day) (Month.) (Year.)

Serial No. ....

Local Board .....  
 (Here insert designation by stamp according to sec. 3 of Regulations.)

Form No. 164, prepared by Provost Marshal General.

To ..... , Serial No. ....  
 (Name.)

.....  
 (Address.)

# NOTICE OF REVOCATION OF CERTIFICATE OF DISCHARGE BY LOCAL BOARD.

You are hereby notified that the certificate of discharge issued to you on the .....  
 (Day.)  
 of ..... , 191..... by this Local Board has been by this Local Board  
 (Month.) (Year.)  
*revoked* upon the ground that .....

.....  
 (Insert cause for revocation.)

According to the act of Congress approved May 18, 1917, and the Rules and Regulations prescribed by the President it is your duty, and you are hereby required, to surrender forthwith to this Local Board the said certificate of discharge.

Your name has been restored to the list of those called for military service.

Local Board .....  
 (insert designation.)

By .....  
*Chairman.*

.....  
*Clerk.*

Dated this ..... of ..... , 191.....  
 (Day.) (Month.) (Year.)

Serial No. ....

The District Board for .....  
 (Here insert designation in accordance with sec. 33 of Regulations.)

.....  
 (Address.)

Form 169, prepared by Provost Marshal General.

# REVOCATION OF CERTIFICATE OF EXEMPTION OR DISCHARGE BY DISTRICT BOARD.

The certificate of {exemption} issued by this District Board to .....  
 {discharge}  
 (Specify which.)

....., .....  
 (Name.) (Address.)  
 Serial No. ...., on the ..... of ....., 191 ....., is hereby *revoked*.  
 (Day.) (Month.) (Year.)

The ground for this revocation is .....

.....  
 .....  
 .....  
 .....  
 (Here insert cause of revocation of certificate of exemption or discharge. Specify which.)

The District Board for .....

By .....  
 Chairman.

.....  
 Secretary.

Dated this ..... of ....., 191.....  
 (Day.) (Month.) (Year.)

Serial No. ....

The District Board for .....  
 (Here insert designation in accordance with sec. 33 of Regulations.)

.....  
 (Address.)

Form No. 170, prepared by Provost Marshal General.

NOTICE OF REVOCATION OF CERTIFICATE OF EXEMPTION OR DIS-  
 CHARGE BY DISTRICT BOARD.

To....., Serial No. ....,  
 (Name.)

.....,  
 (Address.)

You are hereby notified that the certificate of {exemption  
 discharge} issued to you by this  
 (Specify which.)  
 District Board on the ..... of ..... 191....., has been by this board  
 (Day.) (Month.) (Year.)  
 revoked on the ground that .....

.....  
 (Insert ground for revocation of certificate of exemption or discharge. Specify which.)

According to the act of Congress approved May 18, 1917, and the Rules and Regu-  
 lations prescribed by the President, it is your duty, and you are hereby required, to  
 surrender forthwith to this District Board the said certificate of {exemption  
 discharge}.  
 (Specify which.)

Your name has been restored to the list of those called for military service.

District Board for .....

By .....

Chairman.

.....  
 Secretary.

Dated this ..... of ....., 191.....  
 (Day.) (Month.) (Year.)



Serial No. ....

The District Board for.....  
 (Here insert designation in accordance with sec. 33 of Regulations.)

.....  
 (Address.)

Form No. 171, prepared by Provost Marshal General.

**REVOCATION OF CERTIFICATE OF DISCHARGE GRANTED BY DISTRICT  
 BOARD TO PERSON ENGAGED IN NECESSARY INDUSTRIAL OR  
 AGRICULTURAL ENTERPRISE.**

To ....., Serial No. ....,  
 (Name.)

.....  
 (Address.)

The certificate of discharge issued by this District Board to.....

Serial No. ...., on the ..... of ....., 191 ..... is hereby *revoked*.  
 (Day.) (Month.) (Year.)

The ground for this revocation is:

.....  
 .....  
 .....  
 .....

(Here insert cause of revocation.)

District Board for .....

By .....

*Chairman.*

.....

*Secretary.*

**The District Board for** .....  
 (Here insert designation in accordance with sec. 33 of Regulations.)  
 .....  
 (Address.)

**Form No. 172, prepared by Provost Marshal General.**

**NOTICE OF REVOCATION OF CERTIFICATE OF DISCHARGE TO PERSON  
ENGAGED IN A NECESSARY INDUSTRIAL OR AGRICULTURAL ENTER-  
PRISE.**

To ..... (Name.) ..... Serial No. ....  
 ..... (Address.) .....

You are hereby notified that the certificate of discharge issued to you by this District Board on the ..... of ....., 191....., has been by this  
(Day.) (Month.) (Year.)  
Board *revoked* on the ground that.....

(Insert ground for revocation of certificate of discharge.)

According to the terms of the act approved May 18, 1917, and the Rules and Regulations prescribed by the President, it is your duty, and you are hereby required, to surrender forthwith to this District Board the said certificate of discharge.

**Your name has been restored to the list of those called for military service.**

District Board for .....

By .....  
Chairman.  
.....  
Secretary

Dated this ..... of ....., 191.....  
(Day.) (Month.) (Year.)

Serial No. ....

The District Board for.....

(Here insert designation in accordance with sec. 33 of Regulations.)

(Address.)

Form No. 173, prepared by Provost Marshal General.

## NOTICE OF DENIAL OF CLAIM FOR DISCHARGE.

To.....,

(Name.)

(Address.)

You are hereby notified that your claim for discharge filed with this District Board on the ..... of ....., 191....., has been by this District Board *denied*.  
 (Day.) (Month.) (Year.)

Under the Rules and Regulations prescribed by the President under the act of Congress approved May 18, 1917, you may file a claim of appeal to the President of the United States within **SEVEN** days after the date of the mailing of this notice, which is the ..... of ..... 191.....  
 (Day.) (Month.) (Year.)

District Board for.....

By .....

*Chairman.**Secretary.*



## AMENDMENTS TO REGULATIONS FOR LOCAL AND DISTRICT BOARDS.

WAR DEPARTMENT,  
OFFICE OF THE PROVOST MARSHAL GENERAL,

Washington, July 6, 1917.

*To local and district boards and all others having copies of regulations prescribed by the President for Local and District Boards:*

The following amendments and additions to Regulations for Local and District Boards have been prescribed by the President. Cut each paragraph out separately and paste it in your regulations under the proper paragraph number.

E. H. CROWDER,  
Provost Marshal General.

1. The second paragraph, section 15, page 19, Regulations for Local and District Boards, is amended to read as follows:

"On the day any person is called by a local board, notice thereof in the form of a list of persons called<sup>1</sup> shall be posted in a place accessible to the public in the office of the board and shall be given to the press with a request for publication. Notice<sup>2</sup> thereof shall also on the same day be mailed by the clerk of such local board to each such person so called, directed to the address on his registration card or to any change of address filed therewith, and either the posting of notice at the office of the board or the mailing of notice as herein provided shall constitute the giving of notice and shall charge such person with the duty of presenting himself as hereinafter provided. Each such posted list and mailed notice shall contain a direction to appear for physical examination as required by section 16 hereof, at a time and place fixed and stated in such notice."

<sup>1</sup> Use Form 103.

<sup>2</sup> Use Form 103a.

2. The following will constitute section 17½ of the Regulations for Local and District Boards:

17½. *Typewritten or written form to be used when printed forms are not available.*—Whenever any person shall apply to a local or district board for any blank form prescribed in Regulations for use by such person for the purpose of presenting a claim for exemption or discharge or in filing proof in support of the same, and the board shall not have available such blank forms so applied for, the board shall make available to such person the pamphlet showing forms prescribed in Regulations for such purpose, and shall accept, in lieu of printed forms for such purpose, typewritten forms made in accordance with the forms shown in the pamphlet.

Nothing in the Regulations prescribed by the President for Local and District Boards shall be construed as authorizing an extension of time for filing claims of exemption or discharge or for filing proof in support thereof by reason of the fact that any local or district board shall not have available for distribution printed copies of any forms prescribed by Regulations.





**SUPPLEMENTAL RULES AND REGULATIONS**

**No. 1**

**PRESCRIBED BY THE PRESIDENT FOR  
LOCAL AND DISTRICT BOARDS**

**GOVERNING**

**The Disposition of Persons Called  
for Examination Who Fail to  
Report for or Submit  
to Examination**

**August 1, 1917**



**Form 25**

**WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917**

WAR DEPARTMENT,  
*Washington, August 1, 1917.*

Under authority vested in him by the act of May 18, 1917, the President of the United States prescribes the following rules and regulations and directs that they be published for the government of all concerned, and that they be strictly observed.

NEWTON D. BAKER,  
*Secretary of War.*

DISPOSITION OF THE CASES OF PERSONS WHO FAIL TO REPORT FOR, OR SUBMIT TO, EXAMINATION WHEN CALLED BY LOCAL BOARDS.

Section 1. PERSONS FAILING OR REFUSING TO REPORT FOR PHYSICAL EXAMINATION TO BE REPORTED TO DISTRICT BOARDS AND TO THE DEPARTMENT OF JUSTICE ON FORM 146-A.

(a) In recording (as prescribed on page 22, sec. 16 of Regulations for Local and District Boards) persons who have *failed* to report for physical examination after having been given notice to do so as prescribed in section 15 of the Regulations for Local and District Boards or who, reporting, decline to submit to physical examination, and in certifying such persons as called by local boards and not exempted or discharged as prescribed in section 24 of the regulations, local boards will use Form 146-A or a typewritten copy thereof.

(b) The names of such persons will not be entered on Form 146 unless such persons subsequently appear and submit to physical examination upon an order of the board permitting them to do so as provided in section 16, Regulations, *in which case report of the circumstances will be made by letter to the district board and the district board will indorse the report to the adjutant general of the State.*

(c) Form 146-A will be made out by the local board in triplicate, and the board will note thereon or append thereto statements of any facts in their knowledge which might explain the nonappearance or aid in the apprehension of the delinquents. One copy will be retained by the local board, one copy will be forwarded without delay to the district board, and one copy will be sent to the nearest representative of the Federal Department of Justice.

(d) Form 146-A will be duly posted and the notices in respect of persons named therein will be mailed as prescribed in section 25 of the regulations.

(e) Form 146 will be used exclusively, as prescribed in sections 24 and 25 of the regulations, to report cases of persons who have appeared and been examined and have not been exempted or discharged by the local board. Form 146-A will be used exclusively as prescribed herein to report cases of persons who have failed to report for or submit to examination.

**Section 2. DISTRICT BOARD TO FORWARD FORM 146-A TO  
ADJUTANT GENERAL OF THE STATE BY INDORSEMENT.**

The names of persons certified to district boards by local boards on Form 146-A, who do not file claims within the time allowed in the district board, will not be certified by district boards to the adjutant general of the State on Form 164, but, after the time allowed for filing claims by or in respect of such persons in the district board has passed, the district board will cancel from Form 146-A the names of such persons as may make appearance or file claims in the district board. The district board will then forward Form 146-A to the adjutant general of the State by indorsement, stating that the persons whose names are recorded therein and not canceled have been called for military service and have not appeared and submitted to examination and have not been exempted or discharged, and that the time allowed for making appearance or claim has elapsed.

The district board shall inclose with such lists true copies of the registration cards of all such persons whose names are so reported.

**Section 3. ADJUTANT GENERAL TO ORDER PERSONS CERTIFIED  
ON FORM 146-A INTO MILITARY SERVICE.**

Upon receipt of Form 146-A by indorsement from the district board, the adjutant general will mail to each person whose name appears thereon, a notice, directed to the address as shown thereon, informing him that he has been selected for military service and ordering him to report for military service, in person or by mail or telegraph, to the adjutant general of the State at a specified date not later than five days from the date of mailing of such notice. From the date so specified each man to whom such notice shall have been mailed shall be in the military service of the United States.

**Section 4. ADJUTANT GENERAL OF STATE TO COMPILE LIST OF  
PERSONS WHO HAVE FAILED TO REPORT AND FORWARD THEM  
TO THE ADJUTANT GENERAL OF THE ARMY.**

On Monday of each week the adjutant general of each State shall prepare on Form 146-B, in duplicate, lists of persons for his State who have been reported to him on Form 146-A, and who, having been ordered to report to the adjutant general of the State as prescribed in section 3 hereof have failed to report. He will forward this list to The Adjutant General of the Army and inclose therewith the copies of the registration cards forwarded with Form 146-A by the district board and such other information as he may have or may have been appended to Form 146-A by the Local Board.



4414/2  
Form 19

**SUGGESTIONS TO LOCAL BOARDS  
AS TO THE METHOD OF CARRYING OUT THE  
PROVISIONS OF THE LAW OF MAY 18, 1917,  
AND OF THE RULES AND REGULA-  
TIONS PROMULGATED BY  
THE PRESIDENT**

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**¶ These suggestions are not intended to alter or supersede the Rules and Regulations prescribed by the President, but are issued merely for the convenience of the members of local boards**

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WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917

**SUGGESTIONS TO LOCAL BOARDS AS TO THE METHOD OF CARRYING OUT THE PROVISIONS OF THE LAW OF MAY 18, 1917, AND OF THE RULES AND REGULATIONS PROMULGATED BY THE PRESIDENT.**

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These suggestions are not intended to alter or supersede the Rules and Regulations prescribed by the President but are issued merely for the convenience of the members of local boards.

When the members of the local boards shall next meet in their respective headquarters, in the local districts over which they have jurisdiction (organization having already been effected), the performance of their remaining duties will *at once* begin.

**SUGGESTIONS FOR CONDUCT OF LOCAL BOARDS.**

It is in the power of every member of a local board to expedite the public business.

The first duty of every member of a local board is to put forward *as speedily as possible* the public work of calling men from the registration list to fill quotas as required for military service.

To this end, private business and personal affairs must give way.

The discharge of this work is a high patriotic duty and to permit private business or personal affairs to delay the Nation's efforts to have speedily ready an effective Army would be a gross dereliction of duty—and a manifest failure to properly perform this most important work.

Then let the following be done by each member:

1. Attend promptly to the duties of the board.
  2. Insist that meetings of the boards shall be held from day to day until the work in hand is discharged.
  3. Attend each and every meeting of the board, and be on hand at the hour of meeting so that no delay shall be occasioned by you.
  4. Dispose of the business of the board as expeditiously as is possible, having regard for the proper and full consideration and decision of all questions.
  5. Do not hesitate to hold long daily sessions.
  6. Each member should promptly vote on *all* questions submitted for decision, except where he may be personally interested.
  7. Where the duty is plain, discharge is without fear or favor.
  8. Remember that you are an important factor in the accomplishment of the greatest work this Government has to do.
  9. Perform your duties with unswerving fidelity to the purpose of the law in such a manner that no investigation of your action will reflect in any way upon your judgment.
  10. Keep your official record in perfect shape and *see that it is* written up daily. Failure to do this will bring confusion.
  11. Adhere to the law and follow closely the regulations.
  12. Make promptly the reports that are required.
  13. *Dispatch* the public business and thereby do real service to the Nation in the hour when it needs the best service of *all of its* citizens.
- It is the purpose of these suggestions to point out to the local boards the steps that now remain to be taken, and in connection with

such suggestions to consider questions which will probably arise concerning the action of the board and the performance of its duties and to suggest the answers that will apply to such questions.

SUGGESTIONS DO NOT SUPERSEDE OR ALTER REGULATIONS.

It will be kept constantly in mind that these suggestions *do not supersede or alter* the Regulations, *but are intended only* as an explanation of the Regulations. When in doubt refer to and follow the law and the Rules and Regulations.

LIST OF NAMES OF PERSONS IN THEIR ORDER OF LIABILITY TO RESPOND FOR MILITARY SERVICE TO BE POSTED BY LOCAL BOARDS.

The procedure herein is governed by section 14 of the Rules and Regulations prescribed by the President.

The local board has now been furnished with a list of numbers from the War Department which has been determined, by regulations prescribed by the President, to be the order in which the names of men available for military service are to be called for duty.

This list consists of numbers from 1 to 6,000, and these numbers do not appear to be in consecutive numerical order, as the order of all of the numbers appearing on this list was determined according to chance or lot.

With this arrangement the local board has nothing to do except to *use it as a guide* for its action, and *to follow it*.

The local registration cards have already been given a serial number by the local board.

The key list above referred to which has been furnished by the War Department, showing the order in which names are to be taken by the local board, will govern the local board in the selection of names upon the local list in accordance with the *serial number upon the registration cards*.

For illustration, if number 500 is the first number appearing upon the key list furnished by the War Department, then serial number 500 of the local registration list will be the first name to be entered on the list of names of the local district to be called for military duty, and so on with the succeeding numbers appearing upon the key list furnished by the War Department and the corresponding serial number upon the local list.

If in the War Department list there should appear to be any number which is not upon the list of serial numbers of registration cards of the local board, such number on the War Department list can be ignored and disregarded for the present purpose and the next number taken in its order, and so on.

After this has been done, the following steps will be taken in their order:

LIST OF NAMES IN THE ORDER THAT PERSONS ARE LIABLE TO BE CALLED FOR MILITARY SERVICE IS TO BE POSTED AND BE ACCESSIBLE TO THE PRESS.

The law contemplates that by the use of the key furnished by the War Department a list will be made from the registration cards of men who are *available* for military duty.

*For the purpose of these suggestions*, this list so made will be referred to as "the available list."

By the words "available list" is meant, the list upon which appears the names of the men registered and available who are liable to be called for military service in the order of liability as determined by the use of the key list furnished by the War Department.

It means the list of names arranged from the serial number of the registration cards in the order in which such persons are available for and liable to be called for military duty *before any exemption or discharge has been made or granted.*

1. A complete copy of such list of names so selected will be prepared and kept publicly posted in the office of the respective local boards and be made available for the use of the local press.

A request will be made of each of the press in the local district that such list in a complete form be at once published.

No compensation is provided for the publication of this list, and this request is made of the press with the hope and expectation that it will cause the publication to be made as a patriotic and gratuitous aid to the plan of military enrollment and selection that has been adopted.

It will also be a matter of much general interest, especially to those who are affected by the relative positions which their names may occupy upon these lists.

#### COPY OF LIST TO BE FURNISHED PROVOST MARSHAL GENERAL.

2. Another copy of this available list must be sent by registered mail to the Provost Marshal General within three days after the determination by each local board of the order of the liability of persons registered within its jurisdiction to be called for military service.

*It is important that these lists be mailed promptly within the time stated, that is, three days.*

A failure to do this will delay the progress of this plan.

#### WHAT AVAILABLE LIST MUST CONTAIN.

It will be noted that each of such available lists must contain the names of *all persons* whose registration cards are in the possession of each local board, which were filed *before the date to be hereafter named by the Provost Marshal General* for the closing of the registration list for the purpose of the available list.

In other words, the lists of names in the order in which they are to respond and liable to be called for military service must be complete up to the date of filing that is fixed and *limited by the Provost Marshal General*, and no name under any circumstances should be omitted from said list that has been registered before *that date*, and *no name should be placed on the list* where registration was had after such date.

#### Question:

If the order of names which appear upon the key list furnished by the War Department should be as follows:

35  
150  
3575  
2  
1700

and the total list of registered cards given serial numbers by the local board is only 1500, what would be done with the larger numbers on the key list, and for which no corresponding number appears upon the local list?



**Answer:**

Number 35 would be the first name on the local available list to be called for military service. Serial number 150 would be the second name on the local available list. As the local board would have no serial number 3575, it would be ignored. Serial number 2 on the local list would be the third man called for military duty. Number 1700 would likewise be ignored because the local list contains no such serial number, and in like manner each number which is greater than the highest serial number on the local list from which the selection is being made to fill the quota, will be ignored, and only names taken in their order that have corresponding serial numbers on the local list. But the order on the key list furnished by the War Department will not be ignored under any circumstances where a corresponding serial number does appear upon the local list.

**HOW QUOTAS REQUIRED FROM THE RESPECTIVE LOCAL BOARDS SHALL BE FURNISHED.**

The procedure herein is governed by section 15 of the Rules and Regulations prescribed by the President.

*The names for all quotas that may be required to be furnished by any local board must be taken in the order in which the names appear upon the available list made out in the manner heretofore stated, as provided by the Regulations.*

**LIST MUST NOT BE CHANGED.**

There can be no change whatever made in the order of these names, except for clerical error, after the available list has once been made, and when the order *has once been determined* as above set forth *it must remain unchanged and unaltered, and must be adhered to strictly and absolutely.*

Every man whose name is upon the available list has the right to have the selection made to fill any quota *in strict accordance* with the order in which such names appear upon the available list as made by the local board.

It would be the grossest fraud to change the order of these names.

**NOTICE MUST BE GIVEN TO PERSONS CALLED WHO ARE LIABLE FOR MILITARY SERVICE.**

When any person on the available list is called by the local board to fill any quota, notice thereof shall be promptly posted and mailed by the respective local boards to each person so called, directed to the address given on his registration card, as provided in section 15 of the Regulations.

In order that the person so called may present himself without delay for physical examination, this notice should be very promptly given.

*Failure to give this notice will result in delay and confusion.*

**Question:**

If the local board know that the person registered has removed from the address given to another address, where should the notice be sent?

**Answer:**

Under those circumstances prudence would suggest that the law be first complied with, and a notice sent to the address given on the registration card, at the same time another notice should be sent to the present known address of the person called.

**PHYSICAL EXAMINATIONS.**

The procedure herein is governed by section 16 of the Rules and Regulations prescribed by the President.



**PHYSICAL EXAMINATIONS SHOULD BE HELD BEFORE OTHER CAUSES FOR EXEMPTION OR DISCHARGE ARE CONSIDERED.**

The next step to be taken and before the general question of exemption or discharge is to be considered is the physical examination of persons called for military service.

The reason for this is at once apparent. If the person is discharged because of physical disability it will not be necessary for him to present any further claim for exemption or discharge, nor will it be necessary for the local board to consider such claim or take up any time with it.

His rejection upon physical examination eliminates the consideration of any other causes of exemption or discharge.

**USE FORMS PREPARED BY THE SURGEON GENERAL.**

In the making of these physical examinations the forms prescribed by the Surgeon General of the Army, which will be furnished to the local boards and examining physicians by the Provost Marshal General, will invariably be used. Regulations governing such examinations, prescribed by the President, will be furnished by the Provost Marshal General to all local boards and examining physicians.

**HOW PERSONS SHALL REPORT FOR PHYSICAL EXAMINATION.**

The persons whose names are on the available list of those called will all be ordered to report for physical examination upon specified dates *to be stated in the notice* which has been above referred to.

One-third of such list will be notified to appear on the morning of the *fifth day* following the mailing of the notice. Approximately the next third of the list will be directed to appear on the morning of the *sixth day* following the mailing of the notice, and the remaining names on the list will be ordered to report on the morning of the *seventh day* following the mailing of the notice.

For illustration, if 150 men are to appear for examinations, 50 will appear on the morning of the fifth day, 50 on the morning of the sixth day, and 50 on the morning of the seventh day.

**WHERE A PERSON WHO IS CALLED IS ABSENT FROM THE AREA OVER WHICH THE LOCAL BOARD HAS JURISDICTION.**

Any person who may be called and notified to appear for physical examination who may be absent from the area over which the local board has jurisdiction, and who for that reason is unable to appear in person for examination by such board, *on or before the tenth day* after the mailing of notice directing him to appear for examination, *may on or before said tenth day* file with said board an application supported by satisfactory proof for an order directing his physical examination by another board.

**IN SUCH CASE OF ABSENCE THE LOCAL BOARD MAY DESIGNATE ANOTHER BOARD TO MAKE THE PHYSICAL EXAMINATION.**

If upon consideration of such application and proof submitted, the local board is satisfied that because of necessary absence it is impracticable for such person to appear for such examination before

such local board, the local board may enter an order directing that he be physically examined by another board. The board which is to conduct said physical examination in lieu of the local board must be designated in the order of the local board.

THE LOCAL BOARD DESIGNATED TO MAKE THE PHYSICAL EXAMINATION SHALL HAVE JURISDICTION TO DETERMINE IF THE PERSON EXAMINED IS PHYSICALLY QUALIFIED.

Where a local board, as above stated, designates *another* local board to make the physical examination, the examining board shall have jurisdiction to determine whether or not the person examined by it shall be held to be physically qualified for military service, or shall be recorded as so qualified, and such board shall proceed in the same manner and with the same effect as if such person so exempt had been originally called by such *designated* board.

#### EXAMINATION BY BOARD DESIGNATED.

The designated board shall make the physical examination, and upon completion of the same or upon expiration of the period for the appearance of the person to be examined, the record shall be transmitted by the local board making the examination, to the local board by which the person was called, and upon receipt of such record, it shall be given the same effect by the local board calling the person, as if such record had been made by such local board.

WHERE A PERSON IS UNABLE TO APPEAR FOR PHYSICAL EXAMINATION BECAUSE OF SICKNESS.

If any person called by a local board and notified to appear for physical examination shall be unable to report in person for physical examination *on or before the tenth day after the mailing of the notice* directing him to appear for such examination because of sickness, he shall establish, by affidavits, such inability to the satisfaction of the local board. One of the affidavits in support of his inability must be made by a licensed physician.

If such person does satisfy such local board of his inability to appear because of illness, such board may enter an order requiring an examining physician of such board to examine such person *wherever he may be within the area over which such board has jurisdiction*.

WHERE A REEXAMINATION OF SUCH PERSON IS REQUIRED.

If a reexamination of such person shall be required by these regulations, the local board may require another examining physician of such local board to reexamine such person *wherever he may be within the area over which such local board has jurisdiction*.

WHERE A PERSON ORDERED TO APPEAR FOR EXAMINATION FAILS TO DO SO.

If any person called and duly notified of the day set for his physical examination does not appear for such examination on the day so set, or does not, if prevented by sickness or necessary absence from appearing on the day so set, appear for such physical examination *on or before the tenth day after the mailing of the notice* directing him to appear for physical examination, or does not, under the pro-

visions of the regulations, file an application accompanied by satisfactory proof for physical examination elsewhere than at the office of the board by which he was notified to appear, *such person shall be recorded as physically qualified for military service.*

**BOARD MAY CONDUCT PHYSICAL EXAMINATION AT A LATER TIME.**

If any person who has been so recorded as physically qualified for military service shall show to the satisfaction of the board that due to necessary absence or sickness he was not only *unable to appear* for such examination, but *was unable to file an application for examination elsewhere* as hereinbefore authorized, such local board may *in its discretion* enter the necessary order directing him to be physically examined.

**LOCAL BOARD IN ITS DISCRETION MAY CAUSE PERSON RECORDED AS PHYSICALLY QUALIFIED TO BE PHYSICALLY EXAMINED.**

In any other case where a person has been recorded as physically qualified for military service, and such person shall subsequently report for physical examination, the local board may *in its discretion* cause him to be physically examined.

**EFFECT TO BE GIVEN SUCH DELAYED EXAMINATIONS.**

In such cases of delayed examinations, the physical examination made at the later date and the conclusions based thereon shall be given the force and effect required to be given thereto if the person examined had reported for physical examination and had been examined within the prescribed time.

**WHERE PERSONS CLAIM EXEMPTIONS FOR CERTAIN SPECIFIED REASONS.**

Any person who may be called by a local board and notified to appear for physical examination shall file a claim for exemption on the ground

That he is a subject of Germany;

That he is in the military or naval service of the United States;

That he is an officer, legislative, executive, or judicial, of the United States, or of one of the several States, Territories, or the District of Columbia; or

That he is a resident alien;

and the board is of the opinion that there is reasonable ground for believing that any such person is entitled to exemption on the ground stated, *such board may postpone the physical examination* of any such person until after his claim for exemption or discharge shall have been heard.

**WHERE THE CLAIM FOR EXEMPTION AS LAST ABOVE SPECIFIED IS DENIED.**

If such claim for exemption is denied, immediately thereafter notice in the manner hereinbefore prescribed, shall be given to such person to appear for physical examination not earlier than the fifth day, nor later than the seventh day after the mailing of such notice, with the same force and effect as is given to an original notice to appear for physical examination.



BOARD MAY POSTPONE PHYSICAL EXAMINATION OF A SUBJECT OF GERMANY.

In the case of any person who, in the opinion of the board, is a subject of Germany, the physical examination of such person may be postponed by the board until the board determines whether or not he is in fact a subject of Germany, *irrespective of whether or not he has filed a claim for exemption.*

EXAMINING PHYSICIAN DISQUALIFIED BY RELATIONSHIP.

No examining physician shall participate in the physical examination or reexamination of any person *who is related to such examining physician by blood or marriage nearer than a second cousin.*

MEMBERS OF LOCAL BOARD DISQUALIFIED BY RELATIONSHIP.

No member of any local board shall participate in the physical examination or reexamination or pass upon the physical qualifications for military service of any person *who is related to such member of such local board either by blood or marriage nearer than a second cousin.*

WHO SHALL CONDUCT PHYSICAL EXAMINATION.

The physical examination will be conducted by the medical member of the local board, or by some experienced licensed physician in good standing designated by the governor of the State or Territory in which such local board is located, or by the Commissioners of the District of Columbia, as the case may require, *and who is appointed by such board for that purpose.*

ADDITIONAL PHYSICIANS MAY BE APPOINTED.

If required, an additional examining physician may be appointed by the board.

One other additional physician may be appointed by the board if the number of persons to be examined on any one day shall exceed 80.

Two other additional physicians may be appointed by the board if the number to be examined on any one day shall exceed 120.

Three other additional physicians may be appointed by the board if the number to be examined on any one day shall exceed 160, and other additional physicians may be appointed by the board in like ratio under similar conditions.

PHYSICAL EXAMINATIONS WILL PROCEED AS EXPEDITIOUSLY AS IS POSSIBLE.

At the time fixed by each local board in the prescribed notices for persons selected to appear for physical examination, the board shall convene for the purpose of conducting such physical examinations and shall thereupon proceed with such physical examination as expeditiously as possible.

*In every proper way the examining board or physician will seek to avoid delay.*

#### HOW PHYSICAL EXAMINATIONS ARE TO BE CONDUCTED.

Every physical examination of every person shall be conducted in the presence of at least *one member* of the local board *other than the medical member thereof*.

#### DOUBTS OF EXAMINING PHYSICIAN ARE TO BE RESOLVED IN FAVOR OF THE GOVERNMENT.

In the making of the physical examination, the physician must be satisfied that the person examined is physically deficient and not physically qualified for military service in order to relieve the person called for military service from military duty.

If the physician is in doubt upon this question he is to resolve the doubt in favor of the physical qualifications of the person for military service.

*A doubt as to physical qualification of the person examined for military service means that the person so examined must be held for military service.*

#### WHEN PERSON IS FOUND PHYSICALLY DEFICIENT BY ONE PHYSICIAN.

If the person so examined shall be found by the examining physician to be physically deficient and not physically qualified for military service, the board shall cause him to be reexamined *by another examining physician* designated and appointed by the board as prescribed in the regulations, and this other physician shall make the examination without any reference to, or regard for, the report of the first examining physician.

A member of the board, if practicable, *who was not present at the time of the first physical examination shall be present at the re-examination.*

#### DECISION AS TO PHYSICAL QUALIFICATION.

If any person examined physically shall be held by the original examining physician to have physical qualifications for military service, the board shall thereupon hold such person for military service.

#### WHEN FIRST PHYSICIAN FINDS PERSON QUALIFIED FOR MILITARY SERVICE.

The local board, where upon the first physical examination the person examined *is found to be physically qualified, must adopt the report* of the examining physician and can not decide contrary to such report.

#### WHEN PERSON IS FOUND PHYSICALLY QUALIFIED ON REEXAMINATION.

If a person has been physically reexamined as hereinbefore stated, and if the examining physician making the reexamination shall have found the person examined *physically qualified for military service*, the board shall hold him physically capable for military service.

#### WHERE BOTH EXAMINING PHYSICIANS FIND PERSON PHYSICALLY DEFICIENT AND BOARD CONCURS HE SHALL BE DISCHARGED.

If both examining physicians shall have found the person so examined physically deficient *and the board shall concur in such findings*, he shall be discharged from the draft, and a certificate set-



ting forth the conditions of such discharge shall be issued to him in accordance with the Regulations.

WHERE PERSON HAS BEEN FOUND PHYSICALLY DEFICIENT BY BOTH PHYSICIANS LOCAL BOARD MAY STILL HOLD HIM FOR MILITARY SERVICE.

In the event, however, that the person so examined is found to be physically deficient by both the physician that made the original examination and the physician that made the reexamination, the board may still refuse to concur in these findings, and may, notwithstanding such findings, hold the person so examined for military service.

THE PHYSICAL EXAMINATION OF ANY PERSON CALLED MAY BE TRANSFERRED BY THE LOCAL BOARD TO ANOTHER BOARD.

The procedure herein is governed by section 29 of the Rules and Regulations prescribed by the President.

If it is shown to the satisfaction of the local board having jurisdiction of the registration card of any person called by such local board that it is impracticable for him to be examined by the local board because of his permanent removal or necessary absence, an order may be entered directing his physical examination by another local board to be designated in such order.

Thereupon the local board designated shall have jurisdiction to physically examine such person and decide whether or not such person is physically qualified.

Such person so examined under these conditions shall be considered at all times as one who was called to service by the local board having original jurisdiction.

LOCAL BOARDS DO NOT GRANT DISCHARGES ARISING OUT OF OCCUPATIONS IN INDUSTRIES.

The procedure herein is governed by section 4, act of May 18, 1917, and by section 17 of the Rules and Regulations.

The law authorizing the President to increase temporarily the Military Establishment of the United States gives exclusive original jurisdiction to the district boards of all questions or claims for including or excluding or discharging persons or classes of persons who are not included within the original jurisdiction of such local boards.

THESE QUESTIONS OF DISCHARGE ARE EXCLUDED FROM THE CONSIDERATION OF THE LOCAL BOARDS.

The same act (sec. 4) excludes from the consideration of the local board and confers jurisdiction on the district board to decide *every question or claim for including or excluding or discharging persons or classes of persons from the selective draft under the provisions of the act authorizing the President to exclude or discharge from the selective draft persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment or the effective operation of the military forces or the maintenance of national interest during the emergency.*

So it is very plainly to be seen that a person claiming discharge by reason of employment coming within the above classification or

because of being engaged in certain industries, as above stated, is not authorized to present a claim for exemption or discharge *to the local board*, but instead such claim for exemption or discharge *must be presented to the district board* under the forms and regulations providing for such presentation of such claim of exemption or discharge.

**Question:**

Should a claim be presented to a local board because a person is engaged in industries or in agriculture, or that he is necessary to the maintenance of the Military Establishment, or the effective operation of the military forces, or the maintenance of national interest during the emergency, can the local board properly decide it?

**Answer:**

The local board should decline to receive such a claim for exemption or discharge from such person and inform him of its lack of jurisdiction, and state that the jurisdiction for the hearing of such claim is in the district board.

**Question:**

If it appears to the district board that a person appearing before it and claiming exemption or discharge is necessary for the proper conduct of any industry, including agriculture, may the local board properly consider such claim or give any weight to the fact that he is so engaged in such industry?

**Answer:**

No. It has nothing to do with the situation and can not consider such claim for any purpose. Congress expressly has denied the local board jurisdiction of this class of cases, and it would be unlawful to attempt to assert it. It would be manifestly improper for the local board to give such claim any consideration whatsoever.

**Question:**

Should a coal miner or a farmer appear before the local board and present a claim for exemption or discharge because of his occupation, should this be considered for the purpose by the local board?

**Answer:**

See the answer to the last question answered, as this covers the case fully.

**CLAIMS FOR EXEMPTION MUST BE ASSERTED IN DUE FORM.**

The procedure herein is governed in part by section 18 of the Rules and Regulations prescribed by the President.

A claim of exemption upon the registration card *is not to be construed or considered* as a presentation of a claim for exemption.

**CLAIM FOR EXEMPTION MUST BE PRESENTED TO THE LOCAL BOARD.**

In order that the claim for exemption may be made and asserted *it must be duly presented to the local board* having jurisdiction of such claim, as hereinafter stated, by or on behalf of the person said to be exempt upon some of the forms prepared by the Provost Marshal General. *The mere statement on the registration card of any person that an exemption is claimed shall not be construed by the local board as a claim for exemption.*

**CLAIM OF EXEMPTION MUST BE PRESENTED TO THE LOCAL BOARD WITHIN TIME LIMITED.**

This claim of exemption must be presented within the time limited by the Regulations or it can not thereafter be asserted without an order by the local board extending the time for filing such claim.

## TIME FOR PRESENTING CLAIM FOR EXEMPTION.

A claim for exemption must be filed with the local board which notified such person that he is called *on or before the seventh day after the mailing by the local board of the notice* required to be given such person of his having been called for service.

## PERSONS WHO MAY BE EXEMPTED FROM THE SELECTIVE DRAFT.

The Vice President of the United States.  
 The officers, legislative, executive, and judicial, of the United States.  
 The officers, legislative, executive, and judicial, of the several States and Territories.  
 The officers, legislative, executive, and judicial, of the District of Columbia.  
 Regular or duly ordained ministers of religion.  
 Students who at the time of the act of May 18, 1917, were preparing for the ministry in recognized theological or divinity schools.  
 Any person in the naval or military service of the United States.  
 Subjects of Germany residing in the United States.  
 All other resident aliens who have not taken out their first papers.

## HOW A CLAIM OF EXEMPTION IS TO BE ASSERTED BY OFFICIALS OF THE UNITED STATES AND OF THE SEVERAL STATES, TERRITORIES, AND THE DISTRICT OF COLUMBIA.

Such official must present to such local board at any time within 10 days after the filing of a claim for exemption by or in respect of such person—

(a) An affidavit made by himself, stating the name and description of the office he holds and the date he was elected or appointed, and *when his term of office expires*, and also present

(b) Affidavits of such other evidence as may be required in the opinion of the local board to substantiate the claim.

## Question:

If a legislative, executive, or judicial officer of any of the States should fail to file a claim of exemption, would such person be liable to be called for military service?

## Answer:

Yes; without question. In order to avail himself of such exemption, the officer of such State must assert it the same as any other person.

## HOW A CLAIM FOR EXEMPTION IS TO BE ASSERTED BY REGULAR OR DULY ORDAINED MINISTERS OF RELIGION.

The procedure herein is governed by section 18 of the Rules and Regulations prescribed by the President.

This section makes a distinction between a *regular* minister of religion and an *ordained* minister of religion.

However, *each* may claim his exemption.

## ORDAINED MINISTERS OF RELIGION.

The duly ordained minister of religion must present to the local board calling him within 10 days after the filing of the claim for exemption of such minister—

(a) An affidavit signed by such minister giving place of residence and stating that he is a duly ordained minister of religion, giving the name of his church, religious sect, or organization by which he was ordained, the time and place of his ordination, and appending to the affidavit the certificate of ordination, or a certified copy thereof, stating that he is still an ordained minister of religion, and that he is



now engaged in the performance of the duties of a duly ordained minister of religion of such church, sect, or organization. In addition, he must present within the time limited

(b) The affidavits of two persons who are heads of families residing within the area in which such local board has jurisdiction, members of such church, religious sect, or organization to which the person called for military service belongs, stating that such person is a minister and stating the church, religious sect, or organization, and that he is now engaged in the performance of the duties of a duly ordained minister of religion of such church, religious sect, or organization.

It is obvious that this section refers *only to an ordained minister of religion who still remains such ordained minister.*

**Question:**

A person called for military service presents a claim that he is a duly ordained minister of religion. From his showing it appears that his credentials have been taken from him by authority of the body granting it and that he is unfrocked. Can a claim of exemption be allowed for such person?

**Answer:**

No. The law provides that he must at the time of asserting the claim for exemption still remain an ordained minister, and if the status of an ordained minister has been determined before that time it is plain that he could not have the benefit of such status when it no longer continues.

**Question:**

A person claims to be a duly ordained minister of religion and it appears that the sect or society by which he claims he was ordained does not have any religious duties or object, but is merely an ethical organization. Can such person be exempted?

**Answer:**

Without passing upon the question of the ethical purpose of such organization, it is very plain that, unless such organization teaches the principles of religion of a church, a religious sect, or organization, the person in whose behalf the claim is asserted can not have the benefit of such claim of exemption. In the language of the Regulations, a duly ordained minister of religion is a person "who has been ordained in accordance with the ceremonial ritual or discipline of a church, religious sect, or organization established on the basis of a community of faith and belief, doctrines and practices of religious character to preach and to teach the doctrines of such church, sect, or organization and to administer the rites and ceremonies thereof in public worship, and who as his regular and customary vocation preaches and teaches the principles of religion and administers the ordinances of public worship as embodied in the creeds or principles of such church, sect, or organization." Unless he meets this test he can not be exempted as an ordained minister of religion.

#### REGULAR MINISTERS OF RELIGION.

The procedure herein is governed by section 18 of the Rules and Regulations prescribed by the President.

A regular minister of religion is one who as *his customary vocation* preaches and teaches the principles of religion of a church, a religious sect, or organization of which he is a member without having been formally ordained as a minister of religion, *and who is recognized by such church, sect, or organization as a regular minister.*

#### HOW CLAIM OF EXEMPTION MADE BY A REGULAR MINISTER OF RELIGION.

Within 10 days after the filing of a claim of exemption by or in respect of such regular minister of religion there must be presented to the local board—

(a) An affidavit signed by such person claimed to be exempted as a regular minister of religion, and in the affidavit must be given his place of residence, stating that he is a regular minister of religion, the name of the church, sect, or religious organization to which he belongs, the time and place of entering upon the duties of such ministry, and that he is now engaged in the performance of the duties of a regular minister of religion. This affidavit must be accompanied by

(b) The affidavits of two persons, heads of families, residing within the area in which the local board has jurisdiction, members of the said church, sect, or organization to which such person belongs.

Such supporting affidavits must give the place of residence of such minister and state that he is a regular minister of religion of the said church, sect, or organization, *and that he is now engaged in the performance of the duties of a regular minister of religion of said church, sect, or organization.*

WHAT IS NOT INCLUDED BY THE WORDS "REGULAR OR DULY ORDAINED MINISTERS OF RELIGION."

The words "regular or duly ordained ministers of religion" do not include a person who *irregularly or incidentally* preaches and teaches the principles of religion of a religious sect or organization, nor do the words include a person who may have been duly ordained a minister in accordance with the ceremonial, rite, or discipline of a church, religious sect, or organization, but who does not regularly, as a vocation, preach and teach the principles of religion and administer the ordinances of public worship as embodied in the creed or principles of his church, sect, or organization.

*Question:*

If a person who has not been duly ordained as a minister of religion and who is not regularly engaged as a minister of religion, but has a secular business or occupation, and who preaches incidentally and irregularly as inclination may suggest, or as call for such service may come, will such person be entitled to exemption attached to a regular or duly ordained minister of religion?

*Answer:*

It is quite apparent that his occupation is not that of a regular minister of religion, and lacking the ordination as a minister of religion, he would not come within the definition of either exempted class.

HOW A CLAIM FOR EXEMPTION IS TO BE ASSERTED BY STUDENTS OF DIVINITY.

*Any person who was, on the 18th day of May, 1917, a student preparing for the ministry in any recognized theological or divinity school may present to such local board at any time within 10 days after the filing of a claim of exemption by or in respect of such person—*

(a) An affidavit signed by such person stating that he was, *on the 18th day of May, 1917*, a student in a designated school recognized as a theological or divinity school; and

(b) An affidavit signed by the president, dean, or head of such school *that such person was, on the 18th day of May, 1917*, a student preparing for the ministry in such theological or divinity school; and also present

(c) Affidavits of such other evidence as may be required, in opinion of the board, to substantiate the claim.



**Question:**

If a person is privately pursuing theological or divinity studies, but not in attendance upon any recognized theological or divinity school, may such person have the benefit of such exemption?

**Answer:**

No. The act of May 18, 1917, as well as the Regulations, make it a prerequisite for the allowance of the exemption that the person sought to be exempted should have been in attendance on the 18th day of May, 1917, as a student preparing for the ministry in a recognized theological or divinity school.

**HOW A CLAIM FOR EXEMPTION IS TO BE ASSERTED BY PERSONS IN THE  
MILITARY OR NAVAL SERVICE OF THE UNITED STATES.**

The procedure herein is governed by section 18 of the Rules and Regulations prescribed by the President.

Within 10 days after a claim for exemption by or in respect of any person in the military or naval service of the United States has been filed with any local board, such person claiming to be exempted must present to such local board—

(a) An affidavit signed by such person stating that he is in the military or naval service of the United States, and setting forth the particular branch of such service in which he is engaged, and the date and period of his enlistment or engagement, or of his acceptance of a commission and stating that such enlistment or engagement or acceptance of a commission took place before such person received notice that he had been called by such local board; also

(b) Affidavits of such other evidence as may be required in the opinion of the board to substantiate the claim.

Proof may also be made by means of a certificate setting forth the above information signed by the commissioned officer of the branch of the service in which the person by or in respect of whom the exemption is claimed is to serve.

**EXTENSION OF THE TIME FOR THE FILING OF PROOF OF EXEMPTION OF A  
PERSON IN THE MILITARY OR NAVAL SERVICE OF THE UNITED STATES.**

The procedure herein is governed by section 18 of the Rules and Regulations prescribed by the President.

The required proof may be filed *after the expiration of said period of 10 days*, if a showing is made to the satisfaction of the local board that the failure to present the required proof within said period of 10 days was due to such person's absence from his place of residence *by reason of such person being in the military or naval service of the United States.*

**WHO ARE INCLUDED IN THE WORDS "PERSONS IN THE MILITARY AND  
NAVAL SERVICE OF THE UNITED STATES.**

The words "persons in the military and naval service of the United States" embrace and include the following:

All officers and enlisted men in the Regular Army.

All officers and enlisted men of the Officers' Reserve Corps and the Regular Army Reserve and the Enlisted Reserve Corps.

All officers and enlisted men of the National Guard and National Guard Reserve recognized by the Militia Bureau of the War Department.

All officers and enlisted men of the Navy.

All officers and enlisted men of the Marine Corps.

All officers and enlisted men of the Coast Guard.

All officers and enlisted men of the Naval Militia.

All officers and enlisted men of the Naval Reserve Force.

All officers and enlisted men of the Marine Corps Reserve.

All officers and enlisted men of the National Naval Volunteers recognized by the Navy Department.

All officers of the Public Health Service detailed by the Secretary of the Treasury for duty either with the Army or the Navy; and

Any of the personnel of the Lighthouse and of the Coast and Geodetic Survey transferred by the President to the service and jurisdiction of the War Department or of the Navy Department.

HOW A CLAIM FOR EXEMPTION IS TO BE ASSERTED BY SUBJECTS OF  
GERMANY RESIDING IN THE UNITED STATES.

The procedure herein is governed by section 18 of the Rules and Regulations prescribed by the President.

Where a claim for exemption has been presented to any local board by or upon behalf of a person who is a subject of Germany, even though such person may have declared his intention to become a citizen of the United States, such person may at any time within 10 days after the filing of such claim of exemption present to the local board—

(a) An affidavit signed by such person setting forth the following information:

- The date and place of birth of such person;
- The date of immigration of such person into the United States;
- Whether or not such person has taken out first papers declaring his intention to become a citizen of the United States;
- The present address;

and also present—

(b) Such other evidence as in the opinion of said local board as is necessary to substantiate the claim.

NO SUBJECT OF GERMANY RESIDING IN THE UNITED STATES, WHETHER OR NOT HE HAS TAKEN OUT HIS FIRST PAPERS, WILL BE ACCEPTED FOR MILITARY SERVICE.

The military service of any subject of Germany, *even though he may have taken out his first papers* and declared his intention to become a citizen of the United States, is prohibited.

*Therefore, no subject of Germany under any circumstances will finally be selected for military service.*

CERTIFICATE OF EXEMPTION MAY BE ISSUED TO SUCH SUBJECT OF  
GERMANY WITHOUT CLAIM HAVING BEEN MADE.

The procedure herein is governed by section 18 of the Rules and Regulations prescribed by the President.

Whenever the local board is of the opinion that a person registered and drawn for service is a subject of Germany, *even though a claim for exemption has not been made as to such person*, it is the duty of the local board to exempt such person and to issue to him a complete certificate of exemption.

Question:

Even though a subject of Germany is desirous of entering the military service of the United States and requests the local board to permit him to do so, can he then be called for service by such local board and his name used to fill any quota for military service required to be furnished by such local board?

Answer:

No. He can not be called for military service under the existing circumstances. It would be manifestly improper for a local board to include his name in any list furnished for the purpose of filling any quota for military service.

**HOW A CLAIM FOR EXEMPTION IS TO BE ASSERTED BY RESIDENT ALIENS  
WHO HAVE NOT TAKEN OUT THEIR FIRST PAPERS.**

The procedure herein is governed by section 18 of the Rules and Regulations prescribed by the President.

Where a claim of exemption has been presented to any local board by or in respect of any person who is a resident alien—that is, a citizen or subject of any foreign state or nation who shall not have declared his intention to become a citizen of the United States—such person whom it is claimed is so exempt may within 10 days after the filing of such claim for exemption present to the local board—

(a) An affidavit signed by such person setting forth the following information:

The date and place of his birth;  
The date of his immigration into the United States;  
Whether or not he has taken out his first papers—that is, declared his intention to become a citizen of the United States;  
His present address;

and—

(b) Affidavits of such other evidence as may be required in the opinion of the board to substantiate the claim.

**Question:**

Even though a resident alien who has not declared his intention to become a citizen of the United States should desire to enter the military service of the United States and requests the local board to permit him to do so, can he, under such circumstances, be called for such military service by such local board and his name used to fill any quota for military service required to be furnished by such local board?

**Answer:**

No. He can not be called for military service under the existing circumstances. It would be manifestly improper for a local board to include his name in any list furnished for the purpose of filling any quota for military service.

**LOCAL BOARD WILL ISSUE CERTIFICATE OF EXEMPTION.**

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

The local board, *where cause for exemption* exists as to any person called for military service, is required to issue a certificate of exemption to such person by or in respect of whom the claim for exemption has been filed, and allowed by the board, under the Regulations touching this subject.

**THE CHARACTER OF CERTIFICATES TO BE ISSUED.**

There are three kinds of certificates of exemption:

- (a) Absolute,
- (b) Conditional, or
- (c) Temporary,

as the case may require.

**WHAT FORM TO BE USED.**

Every such certificate of exemption issued to any person shall be on a form prescribed and furnished by the Provost Marshal General, and shall be signed by the chairman and the clerk of the board.

**WHAT SHALL BE CONTAINED IN SUCH CERTIFICATE OF EXEMPTION.**

Every certificate of exemption shall set forth the grounds and conditions of the exemption and the period of duration thereof.



The certificate must contain a reference to the penalty clause of the act of May 18, 1917, and the appropriate provisions of the Criminal Code of the United States respecting the penalty for failure to obey the provisions of the act of Congress.

LOCAL BOARD MAY REVOKE CERTIFICATE OF EXEMPTION FOR CAUSE.

No exemption shall continue when a cause therefor no longer exists.

This is to be determined by the local board.

Whenever the local board shall find and determine that the cause for the issuance by such local board of a certificate of exemption no longer exists, such local board has the power and it is its duty to at once revoke the certificate of exemption previously issued, and to recall the same.

NAME TO BE RESTORED TO LIST WHEN CERTIFICATE OF EXEMPTION IS REVOKED.

When a certificate of exemption is revoked the name of the person to whom such certificate of exemption was issued shall be restored to the list of those called for active service.

Question:

In the event that any certificate of exemption is revoked, in what numerical position on the list of persons available and liable for military service shall the name of the person whose certificate of exemption has been revoked be placed?

Answer:

The use of the word "restored" in this connection means that the name shall be put upon the available list in the same place, and that the person shall continue to bear the same serial number that he had before the claim for exemption was presented and the certificate of exemption issued.

PERSONS WHOSE CERTIFICATE OF EXEMPTION IS REVOKED MUST HAVE NOTICE OF THIS FACT.

Whenever any local board shall revoke the certificate of exemption issued to any person for the reason that the cause therefor no longer exists, it shall be the duty of such local board to forthwith notify such person of its action *by registered mail* directed to the address given on his registration card.

It shall be the duty of the board also to require such person to surrender to the local board the certificate of exemption issued to him.

DUTY OF PERSON WHOSE CERTIFICATE OF EXEMPTION IS REVOKED TO SURRENDER THE SAME TO THE LOCAL BOARD.

It likewise becomes the duty of the person holding such certificate of exemption to surrender the same without delay to the local board after he has received notice of its revocation.

CERTIFICATE OF EXEMPTION MAY BE WITHDRAWN OR MODIFIED BY THE LOCAL BOARD ISSUING THE SAME.

Any local board issuing a certificate of exemption to any person, if in its opinion the circumstances of the case require it, may withdraw the certificate or modify the same, or renew such certificate.

IT IS THE DUTY OF PERSON WHOSE CERTIFICATE OF EXEMPTION IS WITHDRAWN OR MODIFIED TO SURRENDER SAME TO THE BOARD.

It is the duty of the person holding such certificate of exemption to surrender the same *without delay*, upon request of or notification from the local board for withdrawal or modification.

**PERSONS HOLDING CERTIFICATES OF EXEMPTION MAY BE REQUIRED TO  
REPORT TO THE LOCAL BOARD.**

Any person who holds a conditional certificate of exemption, or certificate of exemption for a limited time, may be required by the local board to report in person to it, and it is then the duty of such person holding such conditional certificate of exemption to report *without delay* to the local board at the time stated by such certificate, and likewise to report *without delay* whenever conditions entitling such person to a certificate of exemption cease to exist.

**THE DIFFERENCE BETWEEN CLAIM FOR EXEMPTION AND CLAIM FOR  
DISCHARGE.**

The procedure herein is governed by section 20 of the Rules and Regulations prescribed by the President.

In these Regulations the term "exemption" has been applied to all of those causes for relief from military service that were definitely specified *as exemptions* in the act of May 18, 1917, and also to claims asserted by or in respect of aliens.

Other classes of persons who are entitled to relief from military service are described in that act by the following language (sec. 4, act of Congress, May 18, 1917) :

The President is hereby authorized to exclude or discharge from said selective draft and from the draft under the second paragraph of section one thereof, or to draft for partial military service only from those liable to draft as in this act provided, persons of the following classes: County and municipal officials; customhouse clerks; persons employed by the United States in the transmission of the mails; artificers and workmen employed in the armories, arsenals, and navy yards of the United States as the President may designate; pilots; mariners actually employed in the sea service of any citizen or merchant within the United States; persons engaged in industries, including agriculture, found to be necessary to the maintenance of the Military Establishment or the effective operation of the military forces or the maintenance of national interest during the emergency; those in a status with respect to persons dependent upon them for support which renders their exclusion or discharge advisable; and those found to be physically or morally deficient.

Concerning such persons referred to in the above extract of the law, the President has by Regulations described and defined the conditions under which they shall be discharged from the obligation for military service.

In the Regulations prescribed by the President the relief from military service as to this class has been designated a *discharge* as distinguished from an *exemption*, which has been the term heretofore used.

As to the remaining causes of relief from military service (except cases of religious conviction), instead of the use of the words "*certificate of exemption*," such relief from military service will be spoken of as a *discharge*.

**A DISCHARGE WILL NOT BE REGARDED AS CLAIMED BECAUSE OF ANY STATE-  
MENT CONTAINED IN ANY REGISTRATION CARD.**

*The claim for discharge must be specifically presented* by the person who is entitled thereto, or by some other person in respect of such person, on a form prepared by the Provost Marshal General, and which will be furnished to such person or persons by the local board.



## TIME FOR FILING CLAIM FOR DISCHARGE.

*Such claim for discharge must be filed with the local board on or before the seventh day after the mailing by the local board by registered mail, of the notice required to be given such person of his having been called for service.*

## PERSONS WHO MAY ASSERT CLAIM OF DISCHARGE.

1. County and municipal officers (*specifically enumerated in the Regulations—which see*).
2. Customhouse clerks.
3. Persons employed by the United States in the transmission of the mails.
4. Artificers and workmen employed in the armories, arsenals, and navy yards of the United States.
5. Persons employed in the service of the United States designated by the President to be exempted.
6. Licensed pilots.
7. Mariners actually employed in the sea service of any citizen or merchant within the United States.
8. Those in a status with respect to persons dependent upon them for support which renders their exclusion, or discharge desirable, to wit:

This last-mentioned class (of dependency) consists of and is divided into the following subclasses:

- (1) Any married man whose wife or child is dependent upon his labor for support.
  - (2) Any son of a widow dependent upon his labor for support.
  - (3) The son of aged or infirm parent or parents dependent upon his labor for support.
  - (4) The father of a motherless child under 16 years of age dependent upon his labor for support.
  - (5) The brother of a child or children under 16 years of age who has or have neither father nor mother and is or are dependent upon his labor for support.
9. Any person who is found by the local board to be a member of any well-recognized sect or organization organized and existing May 18, 1917, and whose then existing creed or principles forbid its member to participate in war in any form, and whose religious convictions are against war or participation therein, in accordance with the creed or principles of said religious organizations. (Strictly speaking, this is a cause for exemption.)

10. Those found to be morally deficient.

COUNTY AND MUNICIPAL OFFICERS; CUSTOMHOUSE CLERKS; PERSONS EMPLOYED BY THE UNITED STATES IN THE TRANSMISSION OF THE MAILS; ARTIFICERS AND WORKMEN EMPLOYED IN THE ARMORIES, ARSENALS, AND NAVY YARDS OF THE UNITED STATES; PERSONS EMPLOYED IN THE SERVICE OF THE UNITED STATES DESIGNATED BY THE PRESIDENT TO BE EXEMPT; AND MARINERS ACTUALLY EMPLOYED IN THE SEA SERVICE OF ANY CITIZEN OR MERCHANT WITHIN THE UNITED STATES ARE NOT ENTITLED TO A DISCHARGE WHOLLY AS A MATTER OF RIGHT.

The local board must constantly keep in mind that the right to a discharge of the following classes—

- County and municipal officers;
- Customhouse clerks;
- Persons employed by the United States in the transmission of
- Artificers and workmen employed in the armories, arsenals
- of the United States;
- Persons employed in the service of the United States
- dent to be exempt;
- Mariners actually employed in the sea service
- within the United States;

*is not an absolute right and that each of such classes must bring themselves within the strict terms of the Rules and Regulations pertaining to each classification as hereinafter set forth.*

Reference to the next succeeding paragraphs will show what such restrictions and limitations are, and these succeeding paragraphs and the Rules and Regulations should be read with care in determining whether or not persons of such class bring themselves within the conditions that entitle them to a discharge.

#### HOW COUNTY AND MUNICIPAL OFFICERS MAY ASSERT CLAIM FOR DISCHARGE.

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

County and municipal officers which include therein—

Officers of townships,  
Officers of cities,  
Officers of boroughs,  
Officers of parishes,  
Officers of towns,  
Officers of villages,

who have been elected to office by popular vote and *whose office may not be filled by appointment* for an unexpired term and by whom or in respect of whom a claim for discharge has been presented, may within 10 days after the filing of such claim for discharge present to the local board—

(a) An affidavit made by the county clerk or like officer of the township, city, borough, parish, town, or village of which such person is an officer, stating the office held by such person, and the date of election, *and when his term of office expires, and that the unexpired term of such office may not be filled by appointment*, and also if it be required by the local board present.

(b) Affidavits of such other evidence as may be required in the opinion of the local board to substantiate the claim of such person.

#### HOW CUSTOMHOUSE CLERKS MAY ASSERT CLAIM FOR DISCHARGE.

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

Where a claim for discharge has been presented by, or in respect of, any clerk employed in a customhouse of the United States, there shall be presented within 10 days after the filing of such claim of discharge—

(a) An affidavit signed by the collector or deputy collector having charge of the customhouse in which such person is employed, stating that such person, regarding whom a claim for discharge has been filed, is a clerk in the customhouse of the United States and *is in his opinion necessary to the effective operation or administration of such customhouse, and that he can not be replaced by another person without substantial material loss of efficiency in such operation or administration.*

#### HOW PERSONS EMPLOYED BY THE UNITED STATES IN THE TRANSMISSION OF THE MAILS MAY ASSERT CLAIM FOR DISCHARGE.

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

Where a claim for discharge has been made by, or in respect of, any person employed by the United States in the transmission of the



mails, there must be filed within 10 days after the filing of such claim for discharge—

(a) An affidavit signed by the postmaster or some appointee of the Postmaster General having direct supervision of such employee, stating that such employee *is in his opinion necessary* to the effective and adequate transmission of the mails *and can not be replaced by another person without substantial material loss of efficiency in the effective and adequate transmission of the mails.*

#### HOW ARTIFICERS AND WORKMEN EMPLOYED IN THE ARMORIES, ARSENALS, AND NAVY YARDS OF THE UNITED STATES MAY ASSERT CLAIM FOR DISCHARGE.

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

Where a claim of discharge has been filed for, or in respect of, any person employed in the armories, arsenals, and navy yards of the United States, there must be presented to the local board within 10 days after the filing of such claim—

(a) An affidavit signed by the commandant or officer having command of the armory, arsenal, or navy yard of the United States in which such person is employed, stating that such person *is, in his opinion, necessary* to the efficiency and adequate operation of such armory, arsenal, or navy yard of the United States, *and can not be replaced by another person* without substantial material loss of efficiency in the effective and adequate operation of such armory, arsenal, or navy yard of the United States.

#### HOW PERSONS EMPLOYED IN THE SERVICE OF THE UNITED STATES DESIGNATED BY THE PRESIDENT TO BE RELIEVED FROM MILITARY SERVICE ARE TO ASSERT CLAIM FOR DISCHARGE.

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

Where a claim for discharge has been made by, or in respect of, any person employed in the service of the United States designated by the President to be exempted, there must be presented to the local board within 10 days after the filing of such claim for discharge—

(a) An affidavit signed by the official of the Government of the United States having direct supervision and control of the department, commission, board, bureau, division, or branch of the Government of the United States in which such person is employed, stating that such person *is, in his opinion, necessary* to the adequate and effective operation of such department, commission, board, bureau, division, or branch in the service of the United States, *and can not be replaced by another person* without substantial material loss in the adequate and effective operation of said department, commission, board, bureau, division, or branch in the service of the United States.

If the person is employed in the legislative or judicial branch of the Government the affidavit may be signed by the official under whom such person serves.

#### HOW LICENSED PILOTS MAY ASSERT CLAIM FOR DISCHARGE.

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

Where a claim for discharge has been filed by, or any licensed pilot regularly employed in the pursuit of

there must be presented to the local board within 10 days after the filing of such claim of discharge—

(a) An affidavit signed by the collector or deputy collector of the port from which such pilot regularly sails, stating that such person is a licensed pilot regularly employed in the pursuit of his vocation.

**HOW MARINERS ACTUALLY EMPLOYED IN THE SEA SERVICE OF ANY CITIZEN OR MERCHANT WITHIN THE UNITED STATES MAY ASSERT CLAIM FOR DISCHARGE.**

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President.

Where a claim of discharge has been filed by, or in respect of, any mariner actually employed in the sea service of any citizen or merchant within the United States, there must be presented to the local board within 10 days after the filing of such claim for discharge—

(a) An affidavit signed by the employer of such person, stating that such person *is in his opinion necessary* to the adequate and effective operation of the sea service in which the person is employed, describing the particular sea service operated, *and that such person can not be replaced by another person* without substantial material loss of efficiency in the adequate and effective operation of such sea service.

**MEANING OF THE TERM "SEA SERVICE."**

Sea service is to be construed by the local board for the purpose of discharge to include the service of mariners actually employed in the marine service of any citizen or merchant within the United States on the Great Lakes and their connecting waters.

**CONCERNING THOSE IN A STATUS WITH RESPECT TO PERSONS DEPENDENT UPON THEM FOR SUPPORT WHICH RENDERS THEIR EXCLUSION OR DISCHARGE DESIRABLE.**

The procedure herein is governed by section 19 of the Rules and Regulations prescribed by the President (subdivision (h)).

**SUGGESTIONS TO LOCAL BOARDS AS TO CLAIMS FOR DISCHARGE GROWING OUT OF DEPENDENCY.**

In connection with this class the local board will without doubt be called upon to consider many claims for discharge presented by or in respect of those who have or who are alleged to have persons dependent upon them for support.

**BOARD SHOULD SCRUTINIZE THESE CLAIMS WITH CARE.**

Under the humane provision of the President's Rules and Regulations, without question many will seek to claim discharge *who are not in fact entitled to such discharge.*

The local board will be here called upon to exercise great wisdom and much judgment in order that the Government shall not be imposed upon because of its humane desire to protect dependent persons, and at the same time to see that justice is done to the dependent persons whom the Regulations seek to protect.

With reference to this class, to a greater degree than any other, *much wisdom and common sense will have to be exercised.*

There is no hard-and-fast rule which can be laid down to cover this situation.



It may be broadly stated that it is the purpose of the Government to humanely protect those classes specified, who may be left unprovided for, if the persons within the degree of relationship specified in the Regulations are taken for military service.

At the same time, because of this desire on the part of the Government to protect specified persons who may be dependent, *the Government should not be wrongfully and improperly deprived of the service of those persons who do not in fact support such dependents*, but who may seek to use such *claim* of support as an excuse and pretext to avoid military service.

The evidence produced in each of these cases should be very carefully scrutinized:

First, in order to see that the classes sought to be protected *are properly protected* and their rights preserved; and,

Secondly, to see that the Government is not imposed upon *and that men are not permitted to escape military duty under this humane provision of the Regulations who are not entitled to its protection.*

While no general instructions can be given that will apply in every case, it may be said with the greatest propriety that the local board should exercise *all possible caution* to see that the law is administered according to its purpose and spirit and that it is not permitted to be abused to the advantage of those *who would shield themselves improperly behind the law.*

THE BOARD SHOULD POINT OUT TO THOSE WHOM THEY BELIEVE ARE IMPROPERLY CLAIMING DISCHARGE BECAUSE OF DEPENDENT RELATIVES THE PENALTIES TO WHICH THEY ARE EXPOSING THEMSELVES BY MAKING FALSE AND UNFOUNDED CLAIMS.

If the local board has reason to believe that any person seeking to discharge himself from military service by making a false claim as to the dependency of any relative, or the fact that he is the support of such relative, the local board should not hesitate to point out to such person that he is exposing himself to the penalties for perjury, provided for in the Criminal Code of the United States, and also to the penalties provided for by this act.

#### FALSE STATEMENTS SHOULD BE REPORTED.

If any such person persists, after such admonition, in advancing a wrongful claim or in making any untruthful affidavit in support of such claim, a report of such fact should be made to the office of the Provost Marshal General, and also to the office of the United States district attorney for the Federal judicial district in which the local board is located.

By following the suggestions without doubt the board can prevent in the interest of the honest administration of this law many improper claims for discharge, and the local board should be as zealous to prevent the filing of *improper* claims as it would be to humanely allow those which are *proper*.

It would serve no useful purpose in these suggestions to local boards to set forth and here repeat all of the requirements of the Rules and Regulations, as to the allegations which must be contained in the various affidavits, and supporting affidavits required to be filed for the consideration of the local board in deciding the different cases where discharge is sought for dependency.



It will be seen by an examination of the Regulations, section 20, that the allegations required to be contained in the affidavits in a case of dependency are quite comprehensive and require the specific and precise statement of certain facts as a prerequisite to establishing the cause for discharge.

In these suggestions reference will be made only to the particular classes of dependency where a claim for discharge may be made, and attention will also be called in connection with each class to the particular kind and form of affidavit or affidavits as prepared by the Provost Marshal General to be used in such case.

*If these forms are followed and the Regulations observed, the law will be complied with.*

If there is any doubt as to the requirements of the law in these cases, turn to section 20 of the Regulations and carefully scrutinize the particular subdivision of that section of the Regulations which pertains to the particular claim for discharge pending before you by or in behalf of any person who may be the support of any dependent or dependents.

Then follow such Rules and Regulations *precisely*.

#### WHAT IS MEANT BY THE WORD "LABOR."

For the purpose of these Rules and Regulations "labor" is construed to mean bodily or mental exertion. It may be either physical or intellectual; it may be professional, mechanical, commercial, clerical, or agricultural; and each of these forms of labor may exist under modifications or in combination with each other. The means for the support of the dependent person or persons must be produced by this labor, whatever be its character. It need not be wholly produced from it, but it must be mainly so. A dependent receiving support from a person whose income is derived from dividends or rents can not be said to be dependent upon his labor, but if that income were entirely the fruit of professional or physical toil, then such person or persons would be dependent upon his labor.

#### HOW A CLAIM MAY BE ASSERTED FOR THE DISCHARGE OF A MARRIED MAN WHOSE WIFE OR CHILD IS DEPENDENT UPON HIS LABOR FOR SUPPORT.

The procedure hereunder is governed by section 20, subdivision (h), subsection 1 of the Rules and Regulations prescribed by the President.

Where a claim for the discharge of any married man whose wife or child is dependent upon his labor for support is presented, such married man must file within 10 days thereafter—

(1) An affidavit in support of such claim. For this purpose use Form No. 130. There must also be presented within the time limited to the local board—

(2) A supporting affidavit signed by his wife. For this purpose use Form No. 130a. There must also be presented to the local board within the time limited—

(3) A supporting affidavit signed by the head of a family. For this purpose use Form No. 130b.

#### WHERE THE WIFE DOES NOT LIVE WITHIN THE AREA OF LOCAL BOARD.

Where the wife does not live within the area of the local board, the affidavit of the head of a family may be made by a person residing outside of the area of the local board.

**WHERE A CLAIM FOR DISCHARGE IS FILED IN RESPECT OF A HUSBAND BY HIS WIFE.**

The procedure hereunder is governed by section 20, subdivision (h), subsection 1 of the Rules and Regulations prescribed by the President.

Within 10 days after a claim for such discharge is asserted by a wife in respect of a husband there must be presented to the local board—

(1) An affidavit by the wife showing her dependency. For this purpose use Form No. 131. There must also be presented within the time limited—

(2) Two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms Nos. 131a and 131b.

**WHERE CLAIM FOR DISCHARGE IS NOT FILED BY THE HUSBAND OR WIFE BUT BY ANOTHER PERSON IN RESPECT OF SUCH HUSBAND.**

The procedure hereunder is governed by section 20, subdivision (h), subsection 1 of the Rules and Regulations prescribed by the President.

If the claim for discharge is not filed by the husband or his wife but by another person in respect of such husband, then there must be presented to such local board within 10 days after the filing of such claim for discharge—

(1) A supporting affidavit by the person who has filed the claim. For this purpose use Form No. 132.

The person filing such claim and such affidavit shall present the marriage certificate (or a certified copy) of the husband and wife mentioned in his affidavit.

In default thereof there must be presented within the time limited—

(2) The affidavit of two persons in proof of the fact that such marriage ceremony was performed. For this purpose use Forms Nos. 132c and 132d. There must also be presented within the time limited—

(3) Two supporting affidavits of heads of families residing within the area of such local board, and for this purpose use Forms Nos. 132a and 132b.

**WHERE THE WIFE DOES NOT LIVE WITHIN THE JURISDICTION OF THE LOCAL BOARD.**

Where the wife does not live within the jurisdiction of the local board the affidavits required by heads of families may be made by persons residing outside of the area of such local board. There must also be presented within the time limited a supporting affidavit of such wife. For this purpose use Form No. 132e.

**HOW A CLAIM MAY BE PRESENTED FOR THE DISCHARGE OF THE SON OF A WIDOW WHO IS DEPENDENT UPON HIS LABOR FOR SUPPORT.**

The procedure hereunder is governed by section 20, subdivision (h), subsection 2, of the Rules and Regulations prescribed by the President.

Where a claim has been made for the discharge of the son of a widow who is dependent upon his labor for support to the local board within 10 days after the filing of such claim for discharge—

(1) An affidavit signed by him. For this purpose use Form No. 133. There must also be presented to the local board within the time limited—

(2) A supporting affidavit of the widowed mother. For this purpose use Form No. 133a. There must also be presented to the local board within the said 10 days—

(3) A supporting affidavit of a head of a family resident within the area. For this purpose use Form No. 133b.

**WHERE THE WIDOWED MOTHER DOES NOT LIVE WITHIN THE JURISDICTION OF THE LOCAL BOARD.**

Where the mother does not live within the jurisdiction of the local board, the affidavit required to be made by the head of a family may be made by a person residing outside of the area of such local board.

**WHERE THE CLAIM IS FILED IN RESPECT OF SUCH SON BY HIS WIDOWED MOTHER.**

The procedure hereunder is governed by section 20, subdivision (h), subsection 2, of the Rules and Regulations prescribed by the President.

Where a claim for discharge is filed in respect of such son by his widowed mother, then there must be presented to the local board within the time limited—

(1) An affidavit signed by the widowed mother. For this purpose use Form No. 134. There must also be presented within the time limited to such local board—

(2) Two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms Nos. 134a and 134b.

**WHERE THE WIDOWED MOTHER RESIDES OUTSIDE OF THE JURISDICTION OF THE LOCAL BOARD.**

Where the widowed mother does not live within the jurisdiction of the local board, the affidavits required to be made by heads of families may be made by persons residing outside of the area of such local board. There must also be filed within the time limited the affidavit of such widowed mother.

**WHERE CLAIM FOR DISCHARGE IS NOT FILED BY THE SON OR BY HIS WIDOWED MOTHER BUT BY ANOTHER PERSON IN RESPECT OF SUCH SON.**

The procedure hereunder is governed by section 20, subdivision (h), subsection 2, of the Rules and Regulations prescribed by the President.

If the claim for discharge is not filed by the son or by his widowed mother, but by another person in respect of such son, then there shall be presented to the local board within 10 days after the filing of such claim—

(1) An affidavit by the person who filed the claim. For this purpose use Form No. 135. There shall also be presented to such local board within the time limited—

(2) Two supporting affidavits of heads of families residing in the area in which such local board has jurisdiction. For this purpose use Forms Nos. 135a and 135b.

(3) An affidavit of the widowed mother. For this purpose use Form No. 135c.



WHERE THE WIDOWED MOTHER DOES NOT LIVE WITHIN THE JURISDICTION  
OF THE LOCAL BOARD.

Where the widowed mother does not live within the jurisdiction of the local board, the two affidavits required to be made by the two heads of families may be made by persons residing outside of the area of such local board.

There shall also be presented within the said 10 days to such local board a supporting affidavit of such widowed mother.

HOW A CLAIM MAY BE ASSERTED FOR DISCHARGE IN RESPECT OF THE SON  
OF AN AGED OR INFIRM PARENT OR PARENTS DEPENDENT UPON HIS  
LABOR FOR SUPPORT.

The procedure hereunder is governed by section 20, subdivision (h), subsection 3, of the Rules and Regulations prescribed by the President.

WHAT IS MEANT BY THE WORDS "AGED OR INFIRM PARENTS."

For the purpose of these Rules and Regulations, by the term "aged or infirm parent or parents" is meant those persons who, from old age or infirmity, are disabled from earning the means of supporting themselves, and who by reason of such age or infirmity have become dependent for the means of support upon the person in respect of whom the claim is made.

Where a claim is made for the discharge of the son of aged or infirm parents dependent upon his labor for support, there shall be presented to the local board within 10 days after the filing of such claim for discharge—

(1) An affidavit made by such son. For this purpose use Form No. 136.\*

There must also be presented to such local board within the time limited—

(2) A supporting affidavit signed by such aged or infirm parent or parents. For this purpose use Form No. 136a. There must also be presented to such local board, within the time limited—

(3) A supporting affidavit of a head of a family residing within the area in which such local board has jurisdiction. For this purpose use Form No. 136b.

WHERE THE AGED OR INFIRM PARENT DOES NOT LIVE WITHIN THE AREA  
OF SUCH LOCAL BOARD.

If the aged or infirm parent does not live within the area of such local board, the affidavit required to be made by the head of a family may be made by a person residing outside of the area of such local board.

WHERE THE CLAIM OF DISCHARGE IS FILED IN RESPECT OF A SON BY HIS  
AGED OR INFIRM PARENT OR PARENTS.

The procedure hereunder is governed by section 20, subdivision (h), subsection 3, of the Rules and Regulations prescribed by the President.

Where a claim for discharge is filed in respect of

aged or infirm parent or parents, then the claimant must present to such local board within 10 days after the

(1) An affidavit by such aged or infirm parent or parents. For this purpose use Form No. 137.

There must also be presented to such local board, within the time limited—

(2) Two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms Nos. 137a and 137b.

**WHERE THE AGED OR INFIRM PARENTS DO NOT LIVE WITHIN THE AREA OF SUCH LOCAL BOARD.**

If the aged or infirm parent or parents do not live within the area of such local board, the affidavits of the two heads of families required may be made by two such persons residing outside of the area of such local board.

**WHERE THE CLAIM OF DISCHARGE IS NOT FILED BY THE SON OR BY HIS AGED OR INFIRM PARENT OR PARENTS, BUT BY ANOTHER PERSON IN RESPECT OF SUCH SON.**

The procedure hereunder is governed by section 20, subdivision (h), subsection 3, of the Rules and Regulations prescribed by the President.

Where the claim of discharge is not filed by the son or by his aged or infirm parent or parents, but by another person in respect of such son, then there must be presented to such local board within 10 days after the filing of such claim for discharge—

(1) An affidavit by the person who has filed the claim. For this purpose use Form No. 138.

There must also be presented to such local board within the time limited—

(2) Two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms Nos. 138a and 138b.

There must also be presented to such local board within the time limited—

(3) Supporting affidavit of such aged or infirm parent or parents. For this purpose use Form No. 138c.

**WHERE THE AGED OR INFIRM PARENTS DO NOT LIVE WITHIN THE AREA OF SUCH LOCAL BOARD.**

If the aged or infirm parent or parents do not live within the area of such local board, the affidavits of the two heads of families may be made by two such persons residing outside of the area of such local board.

**WHERE A CLAIM FOR DISCHARGE IS PRESENTED BY, OR IN RESPECT OF, THE FATHER OF A MOTHERLESS CHILD OR CHILDREN UNDER 16 YEARS OF AGE DEPENDENT UPON HIS LABOR FOR SUPPORT.**

The procedure hereunder is governed by section 20, subdivision (h), subsection 4, of the Rules and Regulations prescribed by the President.

Where a claim for the discharge of a father of a motherless child or children under 16 years of age dependent upon his labor for support is made, there must be presented to the local board within 10 days after the filing of such claim for his own discharge by such father—

(1) An affidavit signed by such father. For this purpose use Form No. 139. There must also be presented within the said 10 days to such local board—



(2) Two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms Nos. 139a and 139b.

WHERE THE CLAIM FOR DISCHARGE IS NOT FILED BY THE FATHER BUT BY ANOTHER PERSON IN RESPECT OF SUCH FATHER.

The procedure hereunder is governed by section 20, subdivision (h), subsection 4, of the Rules and Regulations prescribed by the President.

If the claim for discharge is not filed by such father but by another person in respect of such father, then there must be presented to such local board within 10 days after the filing of such claim—

(1) An affidavit by the person who has filed the claim for the discharge of such father. For this purpose use Form No. 140. There must also be presented to such local board within the time limited—

(2) Two supporting affidavits by heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms Nos. 140a and 140b.

WHERE A CLAIM FOR DISCHARGE IS MADE BY THE BROTHER OF A CHILD OR CHILDREN UNDER 16 YEARS OF AGE WHO HAVE NEITHER FATHER NOR MOTHER AND ARE DEPENDENT UPON HIS LABOR FOR SUPPORT.

The procedure hereunder is governed by section 20, subdivision (h), subsection 5, of the Rules and Regulations prescribed by the President.

Where a claim for discharge has been made by, or in respect of, a brother of a child or children under 16 years of age who have neither father nor mother and are dependent upon his labor for support, there must be presented to such local board within 10 days after the time of the filing of such claim for discharge—

(1) An affidavit signed by such brother. For this purpose use Form No. 141. There must also be presented within the time limited—

(2) Two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms Nos. 141a and 141b.

WHERE THE CLAIM FOR DISCHARGE IS NOT FILED BY THE BROTHER BUT BY ANOTHER PERSON IN RESPECT OF SUCH BROTHER.

The procedure hereunder is governed by section 20, subdivision (h), subsection 5 of the Rules and Regulations prescribed by the President.

If the claim for discharge is not filed by the brother, but by another person in respect of such brother, there must be presented to such local board within 10 days after the filing of such claim—

(1) A supporting affidavit by the person who has filed the claim. For this purpose use Form No. 142. There must also be filed within said 10 days to such local board—

(2) Two supporting affidavits of heads of families residing within the area in which such local board has jurisdiction. For this purpose use Forms No. 142a and 142b.

ADDITIONAL PROOF MAY BE REQUIRED IN ALL DEPENDENCY CASES.

In all cases where claims are presented for discharge in behalf of any person who has others dependent upon his labor for support *within the meaning of the Rules and Regulations*, the local board has the power to require such other evidence to be presented to it as in its opinion is necessary to substantiate the claim.

**HOW CLAIM MAY BE MADE FOR THE DISCHARGE OF A PERSON WHO IS A MEMBER OF ANY WELL-RECOGNIZED RELIGIOUS SECT OR ORGANIZATION ORGANIZED AND EXISTING MAY 18, 1917, AND WHOSE THEN EXISTING CREED OR PRINCIPLES FORBID ITS MEMBERS TO PARTICIPATE IN WAR IN ANY FORM AND WHOSE RELIGIOUS CONVICTIONS ARE AGAINST WAR OR PARTICIPATION THEREIN IN ACCORDANCE WITH THE CREEDS OR PRINCIPLES OF SAID RELIGIOUS ORGANIZATION.**

The procedure herein is governed by section 20, subdivision (i) of the Rules and Regulations prescribed by the President.

Such person so claiming the right to be discharged must within 10 days after the filing of a claim for discharge present to the local board—

(a) An affidavit made by such person, stating that he is a member in good faith and in good standing of a well-recognized religious sect or organization (giving the name thereof), organized and existing May 18, 1917, and *whose then existing creed or principles forbid its members to participate in war in any form*, and that his religious convictions are against war or participation therein, in accordance with the creed or principles of said religious organization. There shall also be presented to such local board, within the time limited—

(b) An affidavit made by the clerk or minister of the well-recognized religious sect or organization to which such person claiming discharge is a member, stating that said person is a member of said religious sect or organization which was well recognized and was organized and existing May 18, 1917, and that the then existing creed or principles of said religious sect or organization *forbid its members to participate in war in any form*, and also present—

(c) Affidavits of such other evidence as may be required in the opinion of the local board to substantiate the claim of any such person.

**SUCH PERSONS SHALL ONLY BE DISCHARGED FROM MILITARY SERVICE, BUT THEY MAY BE REQUIRED TO SERVE IN A NONCOMBATANT CAPACITY.**

In case the person claiming such discharge successfully establishes his right to the same, the local board shall issue a certificate stating that such person shall not be required or compelled to serve in any capacity *except in some capacity declared by the President to be noncombatant*.

**HOW CLAIM MAY BE MADE FOR THE DISCHARGE OF A PERSON FOUND TO BE MORALLY DEFICIENT.**

The procedure herein is governed by section 21 of the Rules and Regulations prescribed by the President.

Any person who has been convicted of a felony shall present to the local board by which he was drawn for military service—

(a) A certificate of the clerk of any court of record in the United States showing that the record of such court discloses that such person was at a time stated convicted of felony and sentenced in such court.

**SUCH FELON SHALL BE DISCHARGED.**

Upon such proof being satisfactorily made of the fact that the applicant for discharge is a felon, there is no option in the Regulations on the part of the local board but to discharge the felon, and this should accordingly be done.

**Question:**

If a person who has been convicted of a felony desires to render military service, may he be permitted to do so, and under those circumstances, can his name be included in the list to fill a quota for military service?

**Answer:**

No. It is against the law and contrary to the traditions and customs of the service that felons be allowed to enter the Army. Those who serve in the Army should not be required to have such association.

**LOCAL BOARDS MUST DECIDE CLAIMS OF EXEMPTION OR DISCHARGE WITHIN THREE DAYS AFTER THE FILING OF AFFIDAVITS.**

The procedure herein is governed by section 22 of the Rules and Regulations prescribed by the President.

After a claim has been made for exemption or discharge, and after the time has expired for the filing of affidavits—that is, the time limited for the filing of affidavits in support of the claim—the board must *within three days thereafter* finally decide whether or not the claim for such exemption or discharge has been established.

This decision of the board is made subject to appeal.

**Question:**

If it is more convenient for the board to decide a claim for exemption at a later period than three days after the time for filing affidavits has expired, may it do so?

**Answer:**

The law and the Regulations require that decision shall be made *within three days* after the time for the filing of affidavits has expired. This will be found to be ample time to make all decisions. The board can familiarize itself with the proof in each case as the affidavits are filed, and if it does so—as it *should*—it will be easily possible to decide all cases within the time limited, *three days*. Keep constantly in mind the need to expedite the business in which you are engaged.

**WHEN LOCAL BOARD TO ISSUE ITS CERTIFICATES OF DISCHARGE.**

The procedure herein is governed by section 23 of the Rules and Regulations prescribed by the President.

Whenever a claim for discharge has been filed in accordance with the Rules and Regulations and in the opinion of the board has been substantiated, and the right to a certificate of discharge established, it is the duty of the local board to issue a certificate of discharge to such person.

**FORM OF CERTIFICATE OF DISCHARGE.**

Such certificate of discharge shall be on a form prescribed and furnished by the Provost Marshal General. It shall be signed by the chairman and the clerk of the board and shall set forth the grounds and conditions of the discharge and the duration thereof. Such certificate may be—

Absolute,  
Conditional, or  
Temporary,

as the case may be.

**NO CERTIFICATE OF DISCHARGE SHALL CONTINUE WHERE THEREFOR NO LONGER EXISTS.**

A local board may at once revoke a certificate only issued where it determines that the cause such certificate of discharge no longer exists. T



the duty of the local board to restore the name of the person to whom such certificate of discharge was issued to the list of those available for military service.

**LOCAL BOARD SHALL NOTIFY SUCH PERSON OF REVOCATION OF HIS CERTIFICATE OF DISCHARGE.**

The local board shall notify such person whose certificate of discharge is revoked, *without delay, by registered mail* and direct the notice to the address given on his registration card.

In and by such notice the board shall require the surrender of the certificate of discharge issued to such person.

**DUTY OF PERSON TO SURRENDER CERTIFICATE OF DISCHARGE.**

Any person whose certificate of discharge has been revoked must *immediately* upon receipt of such notice surrender his certificate of discharge to the local board.

**A CERTIFICATE OF DISCHARGE MAY BE WITHDRAWN OR MODIFIED.**

The local board issuing any certificate of discharge, if in its opinion the circumstances of the case require, may either withdraw or modify or renew the same.

**THE LOCAL BOARD MAY REQUIRE PERSON DISCHARGED CONDITIONALLY OR FOR A LIMITED TIME TO REPORT TO IT.**

Any certificate of discharge may require any person who is discharged conditionally or for a limited time to report, and it shall be the duty of such person to report to the local board issuing the certificate *immediately*, upon the expiration of the time specified or whenever the conditions entitling such person to a certificate of discharge cease to exist.

**A CERTIFICATE OF DISCHARGE SHALL NOT REQUIRE A PERSON TO REMAIN IN THE EMPLOYMENT OF ANY DESIGNATED EMPLOYER.**

No certificate of discharge shall require any person to whom it is issued conditionally to enter into, or continue in, the employment of *any designated employer*, but it may be conditional on a person engaging in or continuing in some particular form of employment.

**THE CERTIFICATE OF DISCHARGE SHALL CONTAIN REFERENCE TO PENALTY.**

Each certificate of discharge shall contain reference to the penalty clause of the act of Congress of May 18, 1917, and also to the appropriate provisions of the Criminal Code of the United States respecting the penalty incurred for failure to obey any provisions of said act of Congress.

**LOCAL BOARDS SHALL CERTIFY TO THE DISTRICT BOARDS HAVING JURISDICTION THE NAMES OF PERSONS CALLED AND NOT EXEMPTED OR DISCHARGED AND THE NAMES OF PERSONS CALLED WHO HAVE BEEN EXEMPTED OR DISCHARGED.**

The procedure herein is governed by section 24 of the Rules and Regulations prescribed by the President.

Each local board shall file on a form prepared by the Provost Marshal General for that purpose certify to the district board having jurisdiction of the area—

1. The names and detailed addresses of all persons called by such local board who *have not been exempted or discharged*, and
2. A like list of all persons called by such local board who *have been exempted or discharged*.

THE LOCAL BOARD SHALL FILE WITH THE DISTRICT BOARD CLAIMS FOR EXEMPTION AND PAPERS FILED IN SUPPORT THEREOF.

Each local board shall also file with such district board each claim for exemption or discharge, *together with all affidavits and papers filed in connection with each claim for exemption or discharge, including the records of the physical examinations and a copy of each certificate of exemption or discharge issued by it.*

THE LOCAL BOARD SHALL MAINTAIN A FILING SYSTEM.

Each local board shall maintain a filing system that will enable all affidavits and records in respect of each person, to be filed *separately and apart from affidavits and records in respect of any other person*, in order to facilitate their orderly and prompt transmission to the district board.

THE LIST OF NAMES SO CERTIFIED TO THE DISTRICT BOARD SHALL BE POSTED, AND NOTICES SHALL BE MAILED.

The procedure herein is governed by section 25 of the Rules and Regulations prescribed by the President.

*Within two days*, if practicable, after certifying any such list, as last specified, to the district board, a copy of such list, so certified by the local board, shall be posted in the office of the local board in a place accessible to public view.

A COPY OF SUCH LIST SHALL BE MADE ACCESSIBLE TO THE PRESS.

A copy of such list shall be made accessible to the press within the area *and a request made of the press for a publication of the same.*

NOTICE TO BE GIVEN TO CLAIMANT SOUGHT TO BE EXEMPTED OR DISCHARGED.

A notice shall be given to the person sought to be exempted or discharged that he has been certified to the district board having jurisdiction as one called for military service and *is not exempted or discharged.*

This notice should be mailed by the clerk of each local board *by registered mail* to each person called and who has not been exempted or discharged.

Such notice shall be directed to the address given on his registration card.

Like notice shall be sent to any person who filed a claim for exemption or discharge in respect of some other person, directed to the address given on the claim filed.

APPEALS WILL BE ALLOWED FROM LOCAL BOARDS TO DISTRICT BOARDS.

The procedure herein is governed by section 26 of the Rules and Regulations prescribed by the President.

An appeal may be taken by, or in respect of, any person called for service by any local board *from the final decision of such local board* disposing of a claim for exemption or discharge to the district board having jurisdiction.



#### HOW APPEAL IS TO BE TAKEN BY PERSON CLAIMING EXEMPTION OR DISCHARGE.

The person called, or the person who filed the claim for exemption or discharge in respect of such person, *must, if an appeal is desired, file with such local board a claim of appeal on a form prepared by the Provost Marshal General.*

This form will be furnished by the local boards for that purpose. Notice must be given of the filing of such claim of appeal to such district board having jurisdiction on a form to be prepared by the Provost Marshal General and furnished by the local boards for that purpose.

#### TIME ALLOWED FOR APPEAL TO DISTRICT BOARD.

Any such claim of appeal, and the notice thereof, *must be filed and given within 10 days after the mailing of a notice to the person who claimed the exemption or discharge, and to the person who filed the claim of exemption or discharge in respect of some other person that the claim of exemption or discharge is denied.*

#### DUTY OF THE LOCAL BOARD UPON APPEAL BEING FILED.

Upon such claim of appeal being filed with the local board, it shall be the duty of such local board, if it has not already done so, to forward to the district board having jurisdiction, to which the appeal is taken, *all affidavits and records of every kind in connection with the claim filed by such person or in respect of such person for exemption or discharge.*

#### APPEAL CAN ONLY BE TAKEN FROM A FINAL DECISION.

No appeal can be taken, or should be allowed to be taken, from any local board, from any order or decision of any local board, *except from the final decision on a claim of exemption or discharge filed by or in respect of a person called by a local board for military service.*

#### Question:

Can a person sought to be called for military service appeal from any order made by a local board as to any step to be taken by him before the time of the final decision of his claim?

#### Answer:

No. It is only from the final decision of the board holding that the claimant is or is not entitled to an exemption or discharge that an appeal may be prosecuted.

#### NO INTERLOCUTORY ORDER CAN BE APPEALED FROM.

The law does not provide for an appeal from an interlocutory order, *no matter what such order may be, made at any intermediate stage of the case.*

*It is only the final order that is appealable.*

Any local board would be improperly delaying the proceedings to allow any appeal from any interlocutory order.

#### TIME FOR APPEAL MAY BE EXTENDED.

A local board may allow an appeal to be taken from its final decision after the expiration of the designated time within which a claim of appeal may be filed, providing *it is shown to the satisfaction of the local board having jurisdiction that the failure to file such claim of appeal within the designated time arose because of the*

*necessary absence of the claimant, or because illness of the claimant prevented the filing of such claim, or for any other cause or reason which appears to the local board to afford a reasonable ground for allowing the claim of appeal to be filed.*

**Question:**

After the time allowed by the Rules and Regulations for the taking of an appeal *has expired*, should the local board upon request extend the time for the taking of an appeal where it is the opinion of the local board that the purpose of taking such appeal is only to obtain delay?

**Answer:**

No. If the local board allowed an extension of time for an appeal under these circumstances, it would become a party to the delay and would be properly subjected to criticism.

The object of these Rules and Regulations is to expedite the proceedings as much as possible, consistent with *fair treatment* of the rights of all concerned. *This should be the ruling thought of the board.*

**NOTICE OF EXTENSION OF TIME FOR APPEAL SHOULD BE GIVEN BY THE LOCAL BOARD TO THE DISTRICT BOARD.**

Whenever any time for the appeal is extended by the local board, notice of such extension of time should be given by the local board to the district board having jurisdiction.

Where the time for appeal is extended, the time for giving the notice of appeal to the district board is likewise extended.

**APPEALS BY AND ON BEHALF OF THE GOVERNMENT.**

The procedure herein is governed by section 27 of the Rules and Regulations prescribed by the President.

The Provost Marshal General, acting through any person generally or specifically authorized, may appeal from the decision of any local board to the district board having jurisdiction.

**THE PROVOST MARSHAL GENERAL IS TO AUTHORIZE SOME PERSON TO TAKE APPEALS.**

It is the duty of the Provost Marshal General, either generally or specially, to authorize and direct some person to take appeals from all decisions of all local boards to the district boards having jurisdiction in all cases where certificates of discharge were granted and issued because of the claim filed for discharge under the provisions of subdivision (h) (dependency cases) of section 20 of the Rules and Regulations.

**TIME WITHIN WHICH GOVERNMENT MAY APPEAL.**

The time within which a claim of appeal and the notice thereof may be filed by the Provost Marshal General *shall not be limited.*

**WHEN RECORDS OF LOCAL BOARDS SHALL BE OPEN FOR INSPECTION OR EXAMINATION.**

The records of all local boards shall be open at all times to inspection or examination by—

(1) Any person generally or specially designated by the district board having jurisdiction to make such inspection or examination and shall be open at all times to the inspection or examination of—

(2) Any person generally or specially authorized by any department of the Government of the United States or by the Provost Marshal General.

(3) Such records shall be open to the examination of the public at such times as will not interfere with the proceedings or work of the local boards.

THE LOCAL BOARD MAY TRANSFER THE HEARING ON A CLAIM FOR  
EXEMPTION TO ANOTHER LOCAL BOARD.

Where it is shown to the satisfaction of a local board that it is impracticable that a person called for service should present his claim for exemption to such local board having jurisdiction of him, because of permanent removal or necessary absence, he may be authorized by the local board to present his claim for exemption to another local board.

The local board which had original jurisdiction of such person shall, *if satisfied of the foregoing facts*, enter an order designating another local board to hear his claim for exemption or discharge. Thereafter such designated local board shall have jurisdiction of such person. The transfer shall not be made until the serial number shall have been given to the registration card by the local board having original jurisdiction of such person.

Such person so called, if not exempted or discharged, shall be certified to The Adjutant General as coming from the original local board.

LOCAL BOARD MAY CANCEL ONE REGISTRATION WHERE A PERSON IS REGIS-  
TERED IN TWO JURISDICTIONS.

If a person is registered in two jurisdictions, he may file with the local board to which he elects to present an application to cancel his registration—

(a) An affidavit signed by him stating that his domicile is in another jurisdiction and may apply for an order to be entered canceling his registration. If his application is accompanied by—

(b) The affidavit of the clerk of the other local board stating that his registration card is in the possession of the local board of which the affiant is clerk.

WHERE TIME FOR ACT FALLS ON SUNDAY OR HOLIDAY.

The procedure hereunder is governed by section 51 of the Rules and Regulations prescribed by the President.

If the time for the performance of any act required to be done by a local board falls on Sunday or a legal holiday, such act may be performed by the local board on the next secular day.

BY WHOM NOTICES, ETC., SHALL BE SIGNED.

The procedure hereunder is governed by section 52 of the Rules and Regulations prescribed by the President.

All notices, certificates, or other papers required to be signed and given shall, unless otherwise provided, be signed by the chairman and clerk of the local board.

Such notice shall be mailed, given, or delivered by the clerk of such board.



Certificates pertaining to physical examinations shall also be signed by the physician or physicians who conducted the same.

An order may be entered by the board to which such application is made canceling his registration in that jurisdiction.

#### IN CONCLUSION.

There are certain facts and considerations, outside the Regulations, which can not be too strongly brought to and urged upon the attention of the members of the local boards as bearing upon the successful accomplishment of the deep responsibility with which they are charged. To some of these your attention is now directed.

Every member of every local board should understand and appreciate that ultimately each State must furnish its full quota of troops. Therefore any deficiency in one locality of the State must be finally made up from other localities. This obviously makes it to the interest of each board that every other board in the State should properly perform its duties, particularly in the matter of exemptions and discharges.

No man should be exempted or discharged unless he is clearly entitled to it, and the form of exemption or discharge should always be such as will not protect the individual the moment the disability for which it is granted ceases to exist.

Again, it is inevitable that individual members of the board, and at times the entire board itself, will be subjected to influences that will require of them the utmost honesty, integrity, fairness, and justice. It is not improbable that on occasions (it is hoped rare) every argument, device, and inducement which a base and ignoble mind can devise will be used to induce them to turn from the path of their duty.

It is not to be supposed that any member of a local board will yield himself to such influences, but as such influences will tend to hinder and obstruct the due administration of the law, it is well for the boards to have in mind that among the more apparent ways of putting an end to such influences are:

1. A determination, of which the public should be advised, not only to look with the greatest disfavor upon such influences, but also to scrutinize with the utmost care all claims advanced by or on behalf of the person in whose favor the influence is brought to make certain that he does not escape service unless his real disabilities absolutely require it.

2. An absolute refusal to discuss any question connected with the work of the board with any person not a member of the board or representing the Government, except at and during a public meeting of the board.

3. An impartial practice of reporting to the proper Federal authorities any and every person either corruptly or improperly attempting to influence the board in the exercise of any of its duties and functions, so that the full penalties of the law may be applied to such person.

4. A dissemination among those subject to be called to service of the fact that every man registered has a really vital interest in seeing to it that every other man on the list above him is adjudged fairly and truthfully as to fitness, because every one excused brings him that much nearer the call. The men should be made to feel that by this watchfulness on their part they are not seeking them-

selves to avoid the call but that they are merely performing their duty by assisting the Government to see to it that cowardly slackers do not escape the call.

It is suggested that each member of each board shall each day impress his mind with the thought that the formation of the armies of the United States depends upon—

- (1) His individual expedition of the public business.
- (2) His honest and patriotic administration of the law and the Rules and Regulations.
- (3) His maintenance of a high sense of duty that will cause him, under any and all emergencies that may arise, patriotically, fearlessly, and loyally to perform the duties of each day.

*Remember—*

That our enemy across the sea can only be encouraged if there is delay in assembling our forces, and this delay will be to their material advantage.

*Remember—*

That there should be no failure in the performance of any duty at home that will aid our enemy in any way.

*Remember—*

That every hour gained counts for the success of our armies.

*Remember—*

That in the making of your appointment the President has trusted you. So perform your duty at all times as to be worthy of his trust.

*Remember—*

That any failure in the performance of any duty on your part will be checked up and only cause confusion and delay. Any such failure of duty will reflect on your board and tend to destroy the confidence of your neighbors whose sons are being taken as a result of your action. *They* are entitled to have *absolute fairness*.

*Remember—*

*They* are entitled to have *absolute fairness*.

*Remember*

That the faithful discharge of your duty now will always be in the future a matter of pride to you. See that there is no cause for any regret when in days to come you review your actions as a member of your board.

*Remember—*

That there must be for us no such word as fail in this greatest war that the world has ever known, and that by your individual actions on this board you can do *much* to bring success.



**WAR DEPARTMENT,  
OFFICE OF THE PROVOST MARSHAL GENERAL,  
WASHINGTON.**

**BULLETIN TO LOCAL BOARDS:  
Form 104.**

**WHAT TO DO NEXT.**

There is a necessity for expedition in the further execution of the selective-service law. The selection machinery will require at least 10 days to turn out for military service even those men who claim no exemption, even if no time at all is lost by avoidable delay.

The Regulations require very great study and close attention. In order to assist you to take the necessary steps promptly, the following is published for your convenience:

**FIRST THING TO DO:**

Apply the master list of numbers to the lists you have already prepared under section 10 of the Regulations and make up the lists of order required by section 14 of the Regulations.

**SECOND THING TO DO:**

Consult the call from the governor (Form 302, P. M. G. O.) advising you of the quota to be furnished by your board and see how many men your board must furnish on the present call.

**THIRD THING TO DO:**

Begin at the top of the list you have made under section 14 and count off enough names (in the order determined by the list) to make approximately 200 per cent of your quota. Divide the list of names showing 200 per cent of your quota into approximately three equal parts. Copy the first third on Form 103-a in triplicate with a direction to the persons named to report for physical examination *five days* from the date on which you will post Form 103-a. Copy the second third on Form 103-a in triplicate with a direction to report for physical examination *six* days from the date you will post Form 103-a. Copy the third third on Form 103-a in triplicate with a direction to the persons named to report for physical examination *seven* days from the date you will post Form 103-a.

**FOURTH THING TO DO:**

(a) Make out a notice on Form 103 for mailing to each person named in your list on Form 103-a, directing each person to report for physical examination on the fifth, sixth, or seventh day as above.

(b) Address an envelope to each such person directed to the address on his registration card or as that address may be changed by notice of change of address filed therewith.

(c) Post Form 103-a, as required by section 15 as amended by supplemental Regulations.

**SIXTH THING TO DO:**

On the evening of the seventh day, after the mailing of the notices on Form 103, *go through the list of those notified. Select every name of a person who is physically qualified and by or in behalf of whom no claim of exemption has been filed.*

Without waiting to pass on any claims of exemption or for any other thing, post those names to the district board under the provisions of section 24 of the Regulations as persons called and not exempted or discharged. See that these lists are in the mail on the eighth day, and on the eighth day post and mail the notices prescribed in section 25.

**SEVENTH THING TO DO:**

There will now remain with you only those cases in which claims of exemption have been filed. As fast as proof, as prescribed in the Regulations, is filed in any case, you have three days to decide that case.

As fast as cases are decided certify them up to the district boards, as prescribed in section 24, and post and mail the notice prescribed in section 25.

Your further duties will be outlined in later bulletins. The Regulations will always remain your guide and nothing contrary to those Regulations may be done. Instructions contained in bulletins are only intended to facilitate your reading of the Regulations; but nothing in these instructions are to be construed as superseding anything in Regulations prescribed by the President.

In any case of doubt of the meaning of Regulations or Instructions communicate with your governor and not to the office of the provost marshal general. In this way time and money can be saved and uniformity over the United States can be secured.

E. H. CROWDER,  
*Provost Marshal General.*

*U.S. Provost-marshal -  
= general's bureau.*

# MANUAL GOVERNING THE KEEPING OF RECORDS BY LOCAL AND DISTRICT BOARDS

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## CONTENTS

I. New forms pertaining to the keeping of records of Local and District Boards

II. Record system of Local and District Boards

- (a) Records of Local Boards
- (b) Records of District Boards

Form 29



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917

**OFFICE OF THE PROVOST MARSHAL GENERAL,**  
**WASHINGTON, D. C., *August 6, 1917.***

The following manual prepared by the Provost Marshal General is published by direction of the President to govern the preparation and keeping of records by local and district boards.

**E. H. CROWDER,**  
*Provost Marshal General.*



## I.

### NEW FORMS.

#### 1. New forms discussed under paragraphs of Regulations to which they pertain.

In addition to the forms prescribed in Regulations, there have been prepared a number of new forms which are necessary in keeping accurate account of the action of Local and District Boards and for the convenience of boards and persons appearing before them. These forms are discussed in this section under the paragraphs of the Regulations to which they pertain. They are discussed in sections 5 and 8 hereof under their form numbers.

*Section 16 of the Regulations*, on page 22, prescribes that persons who fail to appear for physical examination will be recorded as physically qualified. *Section 24* prescribes that persons not exempted or discharged will be certified to District Boards on Form 146. Supplemental Regulations No. 1, dated August 1 (Form 25), distinguish between persons who actually appear and are not exempted or discharged and persons *who fail to appear*. The latter class are to be certified to District Boards on *Form 146A* and not on Form 146. Form 146A is a new form designed to take care of this class of men. See Appendix 1. Form 146B is a form used by adjutants general of States to report to The Adjutant General of the Army persons who have failed to appear or submit any claims of exemption or discharge. (See sec. 4, Supplemental Regulations No. 1 and Appendix 2.)

*Section 29 of the Regulations* prescribes a manner by which individuals may apply to have hearings transferred from the Local Board which has jurisdiction of their cards to another more convenient Local Board. No forms are prescribed in section 29. For the convenience of such persons Forms 175 and 175a were provided. See Appendix 3. Also for convenience of the board to which the application is made, in notifying the applicant that his transfer has been granted and in notifying the Local Board to which the case is transferred, Forms 176 and 177 were prepared. See Appendices 4 and 5.

*Section 27 of the Regulations* provides a method by which appeals are to be taken in behalf of the Government, but it prescribes forms. Forms 179 and 180 were prepared to facilitate the filing of these appeals. See Appendices 6 and 7.



*Section 44 of the Regulations* prescribes the procedure to be followed in case of discharges granted on industrial grounds, but no method of notifying the Local Board of such action is prescribed. Since the Local Board must have prompt notice of such action it is hereby prescribed that:

**Whenever a discharge is granted by a District Board on industrial grounds, the District Board shall promptly notify the Local Board on Form 181. (See Appendix 8.)**

*Sections 41 and 42 of the Regulations* prescribe the method by which appeals from decisions of the Local Boards refusing to grant claims of exemption and discharge may be taken by individuals. No method is provided for notifying the local boards in cases where such exemptions or discharges are granted on appeal. Since it is imperative that local boards should have prompt notice in such cases it is hereby prescribed that:

**Whenever an exemption or discharge is granted by a District Board on appeal from the decision of a Local Board refusing the same, the District Board shall promptly notify the Local Board on Form 182. (See Appendix 9.)**

*Section 47 of the Regulations* provides for appeals from the decisions of District Boards to the President. The President will notify the District Board in case such discharges are granted but no method is provided for notifying the Local Board. Since it is imperative that Local Boards should have prompt notice of such discharges, it is hereby prescribed that:

**Whenever a District Board receives notice of a discharge by the President on appeal, it shall promptly notify the Local Board on Form 183. (See Appendix 10.)**

*Section 24* prescribes that each Local Board shall maintain a filing system and shall file each case separately, but no specification of method is made. It is hereby prescribed that:

**The papers pertaining to each case shall be kept segregated in paper jackets.**

**Each Local Board shall keep a record of every case on docket sheets for each Local Board (Form 178) and an account of all the business done by the board shall be kept on day-book sheets (Form 184). (See Appendices 11 and 12.)**

No filing system is prescribed for District Boards, but it is hereby provided that:

**Each District Board shall keep a record of every case certified to it on docket sheets (Form 185) and shall keep separate docket sheets for each Local Board under its jurisdiction. (See Appendix 13.)**

**Each District Board shall keep an account of all business done by the board on day-book sheets (Form 186). (See Appendix 14.)**

## II.

**RECORD SYSTEM OF LOCAL AND DISTRICT BOARDS.****2. Necessity for record system.**

Quotas are assigned to each Local Board. Each board must furnish its quota promptly, and it should therefore be in a position to know at any time how many men there remain to examine before the complete quota for the board has been selected and is ready for call to the colors. It is also indispensable that there be a complete record of each case in order that Local Boards may be sure that no cases are lost and that each man is being called for military service in the order of his liability for the same. Finally, the statistics of the draft must be kept in a convenient and available form under which it will be possible to render prompt reports on the number and character of exemptions and discharges and the proportion of all men called that are accepted for military service.

**RECORDS OF LOCAL BOARDS.****3. Docket for Local Boards.**

The docket is a record of *each case* called by a Local Board. The docket is a new form (Form 178). (See Appendix 11.) There is a line for each case and the cases should be entered in the docket in the order of call of the person concerned, as shown by the lists, prescribed in section 14 of the Regulations, and made on Form 102. **Reading horizontally from left to right the line pertaining to each case should be a complete history of the case beginning with the original call and ending with its final disposition.** Before the docket sheets are received by the Local Boards a great many cases will have been opened. These cases should be entered in the docket in accordance with the following instructions and thereafter the docket shall be posted at the close of each day's business.

**TO OPEN THE DOCKET.**

- A. Enter in column 1 the figure 1, in column 2 the first name shown on Form 102, and in column 3 the red-ink number pertaining to that name as shown on Form 102. Thereafter the name and numbers should appear in columns 1, 2, and 3 in the precise order that they appear in the lists prepared on Form 102.
- B. Enter in column 4 the date on which notice was mailed on Form 103, as prescribed in section 15 of the Regulations, and in column 5 the date the person in question was ordered to appear before the Local Board, as shown by Form 103. \*
- C. Enter in column 6 the date the person actually reported for physical examination and in columns 8 and 9 the result of physical examination, as shown by Form 14. (Report physical examination.)

- D. If the hearing of the case has been transferred under section 29 of the Regulations, enter in column 7 the designation of the Local Board to which the case was transferred. This entry may be made from Form 176 (notice of transfer of case). See Appendix 4.
- E. The rest of the entries in columns 10 to 34 are sufficiently explained by the column headings, and the forms from which the entries are made are discussed in section 4 hereof.
- F. Notice of the action in every case by a Local Board must be sent to the District Board and there are only three ways in which a case can be reported to the District Board:
1. On Form 146, as not exempted or discharged.
  2. On Form 146A (which is to be used only in case *the person fails to report*). Form 146A is a new form. (See Appendix 1 and Supplemental Regulations No. 1.)
  3. On Form 147, as exempted or discharged.
- Whenever cases are certified to District Boards on one of these three forms a note of the date on which each particular case was so certified should be made in column 35, 36, or 37 of the docket according to the form on which the case is certified.
- G. Whenever a case is certified to the District Board notice of the fact of certification must be mailed and posted as prescribed in section 25 of the Regulations on Form 148, 149, or 150. The date on which notice in any particular case was mailed should be noted in column 38.
- H. Whenever an appeal is filed in any case, either by the Government or by the party, the fact should be noted on the docket in column 39 or 40. Whenever the District Board has altered the action of the Local Board on any case, the action of the District Board will be certified back to the Local Board on Form 181, 182, or 160 and on the day this notice is received by the Local Board in respect of any case, entry of the date of action by the District Board will be made on the proper line in column 41, 42, 43, or 44, as indicated by the column headings. Forms 181 and 182 are new forms. (See Appendices 8 and 9.)
- I. Even after the case has been through the District Board the President may still reverse the action in respect thereof on appeal from the District Board. Notification of discharge by the President will be sent to the Local Board by the District Board on Form 183, and in such case the date of discharge should be noted in column 45. Form 183 is a new form. (See Appendix 10.)



- J. After the case has passed through the District Board, if the person is held for service, the District Board will notify the Adjutant General of the State on Form 164, and on the same form the Local Board will be notified that the person has been so accepted, and on Form 164A the Local Board will designate a date upon which the person is to report to the Local Board for military service. On receiving Form 164 the Local Board should make the entry for each case in column 46, as indicated by the column heading. The Local Board will order the person to report for military duty on a certain date on Form 164A and will note on the same form the date the person was actually sent to the mobilization camp. These two dates should be entered in columns 47 and 48, respectively. Form 164A is a new form prescribed and shown in Mobilization Regulations soon to be issued.
- K. In some cases a certificate of discharge or exemption will be revoked by the Local or District Board, and in such cases the date of revocation should be entered in column 49. Entry to be made by reference to Form 167 or 169 in the case.
- L. Some men ordered to report to mobilization camps may fail to report or may be rejected. Such failures or rejection will be reported by the military authorities to the Local Board on Form 164A. (New form prescribed in Mobilization Regulations soon to be issued.) In case of failure to report the proper entry should be made in column 50 and in case of rejection the entry should be in column 51. Columns 52, 53, and 54 are left blank and should not be filled in except on further instructions from the Provost Marshal General.

#### 4. Day Book for Local Boards.

The day book is a record of the total business done by each Local Board each day. It is arranged with a credit and debit side in such a way that, if the book is kept posted according to the instructions, the board can tell on any day how far from complete its quota is on that day.

The principal item of credit is, of course, the number of men certified to the District Board as having been examined and not exempted or discharged on Form 146. Some men, however, who were discharged or exempted in the Local Board will be held for service on appeal by the Government to the District Board. The Local Board will be notified on Form 160 and should take credit for the men so held by the District Board by an entry in column 2. When a case is transferred for hearing under section 29 of the Regulations, the Local Board from which the transfer is made is entitled to credit *if the man is held for service* by the board to which the transfer is made. Finally, the Local Board will have to debit itself for men ordered to a mobilization camp who never report there, but

if such men report later and are accepted the Local Board should take credit for them, upon notification on Form 164A by the military authorities.

On the debit side, the principal item is, of course, the net quota for the particular Local Board. Since the Local Board takes credit for all men certified to the District Board as having been held for service by the Local Board, it must debit itself for any of those men who are *discharged* or *exempted* by the District Board, which items will be reported to it on Forms 181 or 182 (new forms—see Appendixes 8 and 9), or who are rejected by the authorities at the mobilization camp, or who fail to report at the mobilization camp, which debits will be reported to it on Form 164A.

#### TO POST THE DAY BOOK.

The day book must be posted at the close of each day's business. Upon opening the account there should be entered in column 1 the total net quota of the board. After the first day the entry for each day in column 1 will be the balance of the net quota, still due, as shown by the balance in column 20. The entries for each day are to be made on a single horizontal line for that day. After entering the net quota in column 1, or the balance of the net quota that is still due, as shown by column 20 of the preceding day—

*a.* Enter in column 2 the total number of cases certified down that day from the District Board on Form 181 as discharged on industrial grounds in the District Board.

*b.* Enter in column 3 the total number of cases certified down from the District Board on Form 182 in which exemptions or discharges have been granted in the District Board on appeal.

*c.* Enter in column 4 the total number of cases reported for the day on Form 183 by the District Board as discharged on appeal to the President. Form 183 is a new form. (See Appendix 10.)

*d.* After the mobilization has begun, reports on Form 164A will be received from the mobilization camp of persons sent from the Local Board who have failed to report at that camp or who have been rejected there as physically unfit. The total of the former class of cases should be entered in column 5 and of the latter in column 6. Finally the total debits for the day should be entered in column 10.

*e.* Similarly, on the credit side, the total number of cases certified by the Local Board to the District Board on Form 146 on the day of the entry are to be entered in column 11; the total number of cases of persons reported from the District Board on Form 160 as *held for service* on appeal by the Government in column 12; the total number of transferred cases in which the person has been held for service in column 13; and the total number of cases in which persons, heretofore entered as having failed to report at the mobilization camp on Form 164A but who are later reported as having finally reported



there, are to be entered in column 14. The sum of all the credits for the day are to be entered in column 19 and the difference between all credits and all debits in column 20. This is the balance due on the quota and as long as there is any such balance due, the Local Boards must continue to call and examine men as provided in sections 15 and 16 et seq. of the Regulations.

When the balance is zero the Local Board has filled its quota unless subsequent entries bring the debits in excess of the credits again. When this happens the Local Board must continue to examine and certify men up to the District Board until the balance is again shown to be zero.

**5. Forms to be filled out and abstracted in the docket or daybook of Local Boards at the close of each day's business.**

**Forms 103 and 103A. (Call to appear before Local Board.)**

Fill out Forms 103 and 103A, calling the number of persons that are indicated by the daybook balance of the day before and your previous experience with exemptions, as necessary to be examined to complete your quota.

From the entries thus made on Form 103A it will be possible to make the entries in columns 1, 2, 3, 4, and 5 of the docket book without reference to any other papers.

**Form 177. (Notice to another Local Board of transfer of case.)**

From this form column 7 of the docket may be entered. Form 177 is a new form. (See Appendix 5.)

**Form 14. (Record of physical examination.)**

From the Forms 14 that have been filled out during the day you may enter columns 6, 8, and 9 in the docket without reference to any other form.

**Forms 110 and 111. (Claims of exemption or discharge.)**

By reference to these forms filed by persons under your jurisdiction during the day, columns 11 and 12 of the docket may be filled out, and by reference to these forms and Forms 148 and 149 columns 13 to 34 may be filled out.

**Forms 146, 146A, and 147. (Certificates of cases to District Board.)**

These forms should be filled out at the *close of each day's business*. By reference to them columns 35, 36, and 37 of the docket may be filled out and the total of cases reported on Form 146 is entered in column 11 of the daybook. Form 146A is a new form. (See Appendix 1 and Supplementary Regulation No. 1.)

**Forms 148 and 149. (Notice of action by Local Board on claims of exemption or discharge.)**

These forms should be filled out at the close of each day's business. By reference to them column 38 of the docket is entered and by reference to them in connection with Forms 110 and 111 columns 13 to 34 of the docket are filled out.

**Forms 153, 154, and 179. (Claims of appeal.)**

These forms received from individuals during the day should be examined at the close of each day's business and columns 39 and 40 of the docket filled out therefrom. Form 179 is a new form for claim of appeal by the Government. (See Appendix 6.)

**Forms 160, 181, and 182. (Notice to Local Board of action by District Board.)**

From these forms received during the day, columns 41, 42, 43, and 44 of the docket may be filled out and the totals of Forms 181 and 182 received during the day make up the entries for columns 2 and 3 of the day book. Forms 181 and 182 are new forms. (See Appendices 8 and 9.)

**Form 183. (Notice to Local Board of discharge by President.)**

From copies of this form received during the day column 45 of the docket and column 4 of the day book may be filled out. Form 183 is a new form. (See Appendix 10.)

**Form 164.**

This report will be received from day to day from the District Board (not from The Adjutant General, as indicated in the column heading on the forms but from the District Board as indicated by the heading of column 46 in appendix 11). It contains the names of men who have been selected for military service. The total should be entered in column 46.

**Form 164A.**

On this form the Local Board orders selected men to report to it for military duty and posts them to the mobilization camp. On this form, also, the authorities at the mobilization camp report back to the Local Board persons who have failed to appear or who have been rejected at the mobilization camp. From entries on this form, columns 47, 48, 50, and 51 may be filled out.

**RECORDS OF DISTRICT BOARDS.**

**6. Docket for District Boards.**

The docket for the District Board must be kept in separate divisions, one division for each Local Board. The docket is a new form, 185. (See Appendix 13.) The case numbers for the District Boards

can not run consecutively forward in one series for all cases received by the District Board, but a separate series of numbers must be maintained for each Local Board and there must be a separate series of sheets in the docket of the District Board for each Local Board under its jurisdiction.

Each case takes its number in the Local Board according to the order number of the person in question. Since a report of every case in these Local Boards must eventually reach the District Board, these case numbers for each Local Board should run forward without a gap on the District Board's docket sheet for that Local Board, even though the case has not yet been reported to the District Board. When the report pertaining to the case is received, the entry can be made in the proper place. Therefore columns 1 and 2 of the district docket for any Local Board should appear thus at the time the first entries are made:

Case No.  Case number will always be the order number of the person in his Local Board.	Identification.	Red-ink number.	Process in, etc.	
	Name.		Date of certificate, etc.	
			On Form 146A, etc.	On Form 146.
(1)	(2)	(3)	(4)	(5)
1.....	John Jones.....			Aug. 4.
2.....				
3.....	James Smith.....			Aug. 4.
4.....				
5.....	Frederick Williams.....			Aug. 4.

Leaving the names and entries in cases Nos. 2 and 4 to be entered when the case comes up. By this means District Boards may know at a glance whether the Local Boards are taking prompt action in all cases.

The entries in the other columns on the district docket book are sufficiently explained by the column headings and in the next section of this manual. The docket book should be posted for the day at the close of each day's business and it should show, by reading horizontally along the line for any case, a complete history of that case from the date of its appearance in the District Board to the time of its final disposition.

#### 7. Day book for District Boards.

The daybook (Form 186) is a record of the result of each day's business in the District Board. There is one line for each day's business.

All cases that reach the District Board do so on one of the three forms, 146, 146A, or 147. The total of cases so reported during any

day should be entered at the close of the day's business under the proper column heading in columns 2, 3, and 4.

There are only three possible dispositions of all such cases:

(a) Exempted or discharged on appeal and Local Board so notified on Form 182.

(b) Discharged on industrial grounds and Local Board so notified on Form 181.

(c) Certified to adjutant general of State and to proper Local Board as not exempted or discharged on Form 164 or 146A.

At the close of each day's business the District Board should enter the totals of the cases so disposed of under the proper column headings in columns 6, 7, 8, and 9.

The totals of all cases received are computed in column 5, and the total of all cases disposed of in column 11. The difference between the figures in these columns shows in column 12 the number of cases remaining undisposed of at the close of each day's business.

**Forms to be filled out or entered in the docket or day book of District Boards at the close of each day's business.**

**8. Forms 146, 146-A, and 147.** (Certificates from Local Boards on action of all cases called before them.)

These reports will be received daily from Local Boards and from the forms thus received, columns 1 to 6 of the docket and in the total number of these forms received during the day columns 2, 3, and 4 of the daybook are to be entered. *This should be done at the close of each day's business.* Form 146-A is received from the Local Board daily and held by the District Board until the time for filing claims in the District Board has elapsed; when it is indorsed by the District Board to The Adjutant General showing all persons who have made no appearance in either board (See Supplemental Regulations No. 1). The form should be indorsed daily and from this form after indorsement column 20 of the docket is filled out. Form 146-A is a new form. (See Supplemental Regulations No. 1 and Appendix 1.)

**Forms 151 and 152.** (Notice of appeal.)

These forms will be received from appellants. *At the close of each day's business* they should be entered in column 7, 8, or 9 of the docket on the proper case line for the Local Board to which they pertain.

**Forms 157 and 158.** (Notice of action on appeal.)

These forms should be made out at the close of each day's business. From these forms columns 10 and 11 of the docket may be filled out.



**Forms 161 and 161-A. (Claim for discharge in the District Board.)**

These forms will be received from persons claiming discharge. At the close of each day's business, they should be entered in columns 13, 14, 15, and 16 of the docket on the sheet for the proper Local Board.

**Form 162. (Certificate of discharge by District Board.)**

These forms should be made out by the District Board at the close of each day's business and from them columns 18 of the docket may be entered.

**Form 164. (Certification by District Board of persons held for service.)**

This form should be made out at the close of each day's business in quadruplicate, one form for each Local Board from which men have been passed by the District Board for military service. It reports the military product of the entire system under jurisdiction of the District Board. From this form columns 18 and 19 of the docket and from the total of cases reported on this form, column 7 of the daybook are to be entered.

**Form 163. (Appeal to the President.)**

This form will be received from individuals from time to time. At the close of each day's business column 21 of the docket on the sheets for the Local Board to which the cases pertain should be entered by reference to these forms.

**Form 183. (Notice to Local Board of discharge on appeal to the President.)**

When the President has discharged any person on appeal, he will notify the District Board. The District Board will, in turn, notify the Local Board on Form 183. This form should be made out at the close of each day's business and the proper entries made thereupon in column 22 of the docket. Form 183 is a new form. (See Appendix 10.)

**Forms 181 and 182. (Notice to Local Board of exemption or discharge by District Board.)**

These forms are to be made out at the close of each day's business and, from the total so made out from day to day, column 8 of the daybook is to be entered.



**APPENDIX.**

New forms prepared by the Provost Marshal General and not included in Appendix to Rules and Regulations for Local and District Boards (Form 100).

LIST OF PERSONS CALLED BY LOCAL BOARD WHO FAILED TO REPORT AND SUBMIT  
TO EXAMINATION.

Address.....

Local Board for .....  
(Insert designation by stamp; see sec. 3, Regulations.)

SEE INSTRUCTIONS ON FOURTH PAGE.

[illegible]

By.....  
(Chairman.)

.....  
(Clerk.)

### FIRST INDORSEMENT.

**Form 146 B.**

From District Board for.....  
(Insert designation by stamp; sec. 33, Regulations.)

To Adjutant General of.....

Of the persons listed on the first page hereof, none has reported or made any claim in this District Board *except the following*, whose names have been canceled by the District Board on the face hereof:

[illegible]

Those named on the first page hereof whose names have not been canceled have been duly and legally called for military service in a Local Board and have not appeared or have refused to submit to physical examination. Their full time for filing claims or reporting in the District Board has elapsed and they are reported hereby as called for military service, not exempted or discharged, and as having failed to report for military service.

District Board for .....

By .....  
(Chairman.)

(Chairman.)

(Secretary.)

NOTE.—If necessary insert extra sheet with columns ruled as first page.

*List of persons for the State of .....*

### Who Are in Military Service and Who Have Failed to Report for Duty.

(Place.)

(Date).

From the Adjutant General of.....

To the Adjutant General of the Army.

1. The records of this office show that the following-named persons have been called for military service under the terms of the Selective Service Law (act of May 18, 1917), have not been exempted or discharged, and have been ordered to report to the Adjutant General of the State of ..... for military duty on the dates specified below, but, having thus been inducted into the military service of the United States, have failed to present themselves for military service or to report for military duty.

2. There are inclosed herewith ..... copies of registration cards pertaining to such persons.

[illegible]

.....  
Adjutant General.

State of...

NOTE.—When more than one page is required cut off place for signature on all except the last page, which is to be signed.

## APPENDIX 3.

Form 175.

Serial No. ....

Local Board.....  
(Insert designation by stamp as directed by Sec. 3 of Regulations.)*Read instructions on back before making out application.*

Form prepared by Provost Marshal General that may be used for application to be filed for an order that another Local Board be designated to make physical examination and hear and determine any claim for exemption or discharge filed by or in respect of a person under Sec. 29 of Rules and Regulations of June 30, 1917.

STATE OF .....

County of ....., to wit:

I, ....., Serial No. ....  
(Name of person making application.) (Insert same number as appears on notice for physical examination.)  
whose address at the time of registration was .....  
(Address given on registration card.)

hereby make application under Sec. 29 of the Rules and Regulations prescribed by the President June 30, 1917, to have the Local Board for.....  
(Insert name of Local Board desired to be designated.)

conduct my physical examination, and hear and determine any claim for exemption or discharge that may be filed by or in respect of me.

I do solemnly swear that I have been called by Local Board.....  
(Insert designation of Local Board by which called.)

for service; and that the ground of this application is that I have permanently removed to the.....<sup>1</sup>  
(City or town and county or township or parish.) (State, Territory, or District.)

or that I am now necessarily absent from my place of registration and will be for a period of more than ..... days in the .....  
(City or town and county or township or parish.)

....., for the following reasons:  
(State, Territory, or District.)

.....  
.....  
.....

.....  
(Signature of person making application.)

.....  
(Address.)

Subscribed and sworn to before me this ..... day of ....., 191...  
(See \* Note.) (Day.) (Month.) (Year.)

.....  
(Notary Public.)

State of ....., County of .....

<sup>1</sup>See instructions on page 3.

\* NOTE.—If the application is affirmed, strike out the word "swear" in the body of the application and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."



Form 175 a.

Serial No. ....

Local Board.....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

**Read instructions on back before making out affidavit.**

Form prepared by Provost Marshal General that may be used for affidavit in support of application for removal under sec. 29 of Rules and Regulations prescribed by the President June 30, 1917.

STATE OF .....

County of ....., to wit:

I, ..... who reside at.....  
 (Name.) (City or town and county or township or parish.)

do solemnly swear that I know.....  
 (State, Territory, or District.) (Name of person called.)

who has been called by Local Board for .....  
 (Insert designation as directed by sec. 3 of Regulations.)

for military service, and whose Serial Number as given to him by said Local Board is No. ....

I do further solemnly swear that the said ..... has  
 (Name of person called.)

permanently removed to and now resides in.....  
 (City or town and county or township or parish.)

or is necessarily absent from his place of registration and  
 (State, Territory, or District.)

will be for a period of more than ..... days in the .....  
 (City or town and county of

township or parish.) (State, Territory, or District.) for the following reasons:

.....  
 .....  
 .....

.....  
 (Signature of person making affidavit.)

.....  
 (Address.)

Subscribed and sworn to before me this ..... day of ....., 191..  
 (See \* Note.) (Day.) (Month.) (Year.)

.....  
 (Notary Public.)

State of ....., County of .....

<sup>1</sup> See instructions on page 3.

\* NOTE.—If the affidavit is affirmed, strike out the word "swear" in the body of affidavit and substitute the word "affirm" and the word "sworn" in jurat and substitute the word "affirmed."

[This is part of form 175.]

(The following to appear on back:)

*(Read these instructions carefully before making out affidavit.)*

If ground of application is based upon permanent removal, strike out reference to other ground.

If ground of application is that person is necessarily absent, strike out reference to permanent removal.

This affidavit is to be filed with the Local Board issuing notice to the person to appear for his physical examination and should be presented to said Local Board before the expiration of the time within which he is to appear for physical examination.

The person signing this affidavit must sign and swear, or affirm, thereto before a notary or other officer vested with the power of taking acknowledgments.

All blanks must be filled in legibly, in ink.

Great care should be exercised in furnishing all the information required and called for by the Rules and Regulations.

#### **PENALTIES.**

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who, in any manner, shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission is a principal. (Sec. 332, Criminal Code of United States.)

[This is part of form 175.]

## APPENDIX 4.

Form 176:

Serial No. ....

**Local Board** .....  
 (Insert designation by stamp as directed by Sec. 3 of Regulations.)

**Form of notice prepared by Provost Marshal General that may be used under terms of section 29 of Rules and Regulations of June 30, 1917.**

To ....., Serial No. ....  
 (Name.)

....., but now residing in.....  
 (Address given on registration card.) (City or town and county)

.....  
 or township or parish.) (State, Territory, or District.)

You are hereby notified that your application, filed in accordance with section 29 of the Rules and Regulations of June 30, 1917, for an order directing that your physical examination be made, and the hearing on any claim for exemption or discharge filed by or in respect of you be heard and determined, by another Local Board has been granted and the Local Board for ..... has been  
 (Insert name of the Local Board designated to act.)

designated to take jurisdiction in accordance with the Rules and Regulations of June 30, 1917.

You will therefore report at once to said last-named Local Board for physical examination, and any claim for exemption or discharge that may be filed by or in respect of you may be filed with such Local Board in accordance with said Rules and Regulations.

**LOCAL BOARD** .....

By .....  
 (Chairman.)

.....  
 (Clerk.)

Dated this ..... day of ....., 191..  
 (Day.) (Month.) (Year.)

**PENALTIES.**

Any person who shall make or be a party to the making of any false statement or certificate as to the fitness or liability of himself or any other person for service under the provisions of this act, or regulations made by the President thereunder, or otherwise evades or aids another to evade the requirements of this act or of said regulations, or who in any manner shall fail or neglect fully to perform any duty required of him in the execution of this act, shall, if not subject to military law, be guilty of a misdemeanor, and upon conviction in the district court of the United States having jurisdiction thereof, be punished by imprisonment for not more than one year, or, if subject to military law, shall be tried by court-martial and suffer such punishment as a court-martial may direct. (Sec. VI, act approved May 18, 1917.)

If two or more persons conspire either to commit any offense against the United States or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, each of the parties to such conspiracy shall be fined not more than \$10,000, or imprisoned not more than two years, or both. (Sec. 37, Criminal Code of United States.)

Whoever, having taken an oath before a competent tribunal, officer, or person, in any case in which a law of the United States authorizes an oath to be administered, that he will testify, declare, depose, or certify truly, or that any written testimony, declaration, deposition, or certificate by him subscribed, is true, shall willfully and contrary to such oath state or subscribe any material matter which he does not believe to be true, is guilty of perjury, and shall be fined not more than \$2,000 and imprisoned not more than five years. (Sec. 125, Criminal Code of United States.)

Whoever directly commits any act constituting an offense defined in any law of the United States, or aids, abets, counsels, commands, induces, or procures its commission, is a principal. (Sec. 332, Criminal Code of United States.)

[This appears on back of form 176.]

## APPENDIX 5.

Form 177.

Serial No. ....

Local Board.....

(Insert designation by stamp as directed by sec. 3 of Regulations.)

Form of notice prepared by Provost Marshal General that may be used under sec. 29 of Rules and Regulations of June 30, 1917, for designation of another Local Board to make physical examination and to hear and determine any claim for exemption or discharge.

To Local Board.....

(Insert name of Local Board designated.)

.....  
(Address.)

You are hereby notified that this board has designated your board to physically  
examine.....

.....  
(Name.)

Serial No. ....

(Address on registration card.)

but whose present address is.....

(City or town and county or township or parish.)

....., who has made application to this board for an order  
(State, Territory, or District.)

designating another board to make his physical examination and to hear and determine any claim for exemption or discharge that may be filed by or in respect of him.

Your board has been designated to act in accordance with section 29 of the Rules and Regulations prescribed by the President under date of June 30, 1917.

LOCAL BOARD.....

.....  
(Chairman.)

.....  
(Clerk.)

Dated this ..... day of ..... 191...  
(Day.) (Month.) (Year.)



## APPENDIX 6.

**Local Board**.....  
 (Insert designation by stamp according to Sec. 3 of Regulations, June 30, 1917.)

.....  
 (Address.)

## Form No. 179, prepared by Provost Marshal General.

CLAIM OF APPEAL BY PERSON AUTHORIZED UNDER SECTION 27,  
 RULES AND REGULATIONS, JUNE 30, 1917, BY THE PROVOST MAR-  
 SHAL GENERAL TO TAKE AN APPEAL FROM THE DECISION OF A  
 LOCAL BOARD.

**To Local Board**.....  
 (Insert designation according to Sec. 3 of Regulations, June 30, 1917.)

.....  
 (Address.)

**The Provost Marshal General, acting through**.....  
 (Name of person authorized to take appeal.)

....., hereby claims an appeal to the District Board of  
 (Address.)

.....  
 (Insert designation according to Sec. 33 of Regulations, June 30, 1917.)

from the decision of this Local Board allowing the claim of discharge filed by or in  
 respect of—

*Name.*

*Serial No.*

.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....

PROVOST MARSHAL GENERAL,

By .....  
 (Name of person authorized to take appeal.)

.....  
 (Address.)

Dated this ..... day of ....., 191...  
 (Day.) (Month.) (Year.)

## APPENDIX 7.

Local Board.....  
(Insert designation by stamp according to Sec. 3 of Regulations, June 30, 1917.)

.....  
(Address.)

Form No. 180, prepared by Provost Marshal General.

NOTICE OF CLAIM OF APPEAL BY PERSON AUTHORIZED UNDER  
SECTION 27, RULES AND REGULATIONS, JUNE 30, 1917, BY THE PRO-  
VOST MARSHAL GENERAL TO TAKE AN APPEAL FROM THE DECISION  
OF A LOCAL BOARD.

To District Board for.....  
(Insert designation according to Sec. 33 of Regulations, June 30, 1917.)

.....  
(Address.)

The Provost Marshal General, acting through.....  
(Name of person authorized to take appeal.)

....., hereby gives notice that on the ..... day of  
(Address.) (Day.)

....., 191....., he filed with Local Board for.....  
(Month.) (Year.) (Insert designation according to

Sec. 3 of Regulations, June 30, 1917.)

a claim of appeal to your honorable board from the decision of said Local Board allow-  
ing the claim of discharge filed by or in respect of—

Name.	Serial No.
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....

PROVOST MARSHAL GENERAL,

By.....  
(Name of person authorized to take appeal.)

.....  
(Address.)

Dated this ..... day of ....., 191.....  
(Day.) (Month.) (Year.)

## APPENDIX 3.

Form 181.

Serial No. ....

The District Board for.....  
 (Here insert designation according to Sec. 33 of Regulations.)

.....  
 (Address.)

Form No. 181, prepared by Provost Marshal General, to be used by District Board to notify Local Board of its decision in cases covered by sections 44 and 45 of Rules and Regulations, June 30, 1917.

## DISCHARGE ON INDUSTRIAL GROUNDS.

NOTICE TO LOCAL BOARD OF DECISION OF DISTRICT BOARD ON CLAIM  
 OF DISCHARGE FILED BY OR IN RESPECT OF PERSON CERTIFIED  
 TO THE DISTRICT BOARD BY LOCAL BOARD.

To Local Board for.....  
 (Here insert designation of Local Board, according to Sec. 3 of Regulations, which  
 certified name of person to District Board.)

.....  
 (Address.)

You are hereby notified that this District Board, having considered the claim of  
 discharge filed by or in respect of ..... for his discharge,  
 (Insert name of person by or in respect of whom claim was filed.)

and having considered all affidavits and the record with respect to said claim of dis-  
 charge, has, this ..... day of ....., 191., *allowed said claim*  
 (Day.) (Month.) (Year.)

*of discharge*, and has issued or will issue a certificate of discharge to said above-named  
 person.

If such certificate of discharge is revoked, withdrawn, or modified by this District  
 Board so as to render such person immediately liable to military service, notice thereof  
 will be given you.

DISTRICT BOARD FOR.....  
 (Insert designation.)

By .....  
 (Chairman.)

.....  
 (Secretary.)

## APPENDIX 9.

Form 182.

Serial No. ....

Order No. ....

The District Board for.....

(Here insert designation according to sec. 33 of Regulations.)

.....  
(Address.)

Form No. 182, prepared by Provost Marshal General, to be used by District Board to notify Local Board of its decision in cases covered by sections 41 and 42 of Rules and Regulations, June 30, 1917.

NOTICE TO LOCAL BOARD OF EXEMPTION OR DISCHARGE GRANTED  
ON APPEAL FROM LOCAL BOARD.

To Local Board for.....

(Here insert designation of Local Board, according to sec. 3 of Regulations, from which appeal was taken.)

.....  
(Address.)

You are hereby notified that this District Board, having considered the claim of appeal from your decision disallowing the claim of .....

(Insert name of person by or in respect of whom claim was filed.)

for his exemption—discharge—and having considered all affidavits and the record  
(Strike out one.)

with respect to said claim of appeal, has, this ..... day of .....

(Day.)

(Month.)

191...., reversed said decision and exempted—discharged—such person.  
(Year.) (Strike out one.)

DISTRICT BOARD FOR.....

(Insert designation.)

By .....

(Chairman.)

.....  
(Secretary.)

Form 183.

## APPENDIX 10.

Serial No. ....

The District Board for.....  
 (Here insert designation according to sec. 33 of Regulations.)

.....  
 (Address.)

Form No. 183, prepared by Provost Marshal General, to be used by District Board to notify Local Board of its decision in accordance with mandate of President in cases where the District Board has original jurisdiction to hear claim for discharge when decision of District Board has been ordered reversed by the President on appeal.

NOTICE TO LOCAL BOARD OF DECISION OF DISTRICT BOARD, IN  
 ACCORDANCE WITH THE MANDATE OF THE PRESIDENT, ON CLAIM  
 OF DISCHARGE FILED BY OR IN RESPECT OF PERSON CERTIFIED  
 TO THE DISTRICT BOARD BY LOCAL BOARD.

## DISCHARGE GRANTED ON APPEAL TO THE PRESIDENT.

To Local Board for.....  
 (Here insert designation of Local Board, according to sec. 3 of Regulations, which  
 certified name of person to District Board.)

.....  
 (Address.)

You are hereby notified that this District Board has, in accordance with the man-  
 date of the President, this ..... day of ....., 191.., allowed—  
 (Day.) (Month.) (Year.) (Specify  
 disallowed—the claim of discharge of ..... whose Serial  
 which by striking out one.) (Insert name of person by or in respect of whom claim was filed.)  
 No. is ....., and has issued or will issue a certificate of discharge to said above-  
 named person, or has issued or will issue a notice of revocation of certificate of dis-  
 charge previously issued.

If such certificate of discharge is revoked, withdrawn, or modified by this District  
 Board so as to render such person immediately liable to military service, notice  
 thereof will be given you.

DISTRICT BOARD FOR .....  
 (Insert designation.)

By .....  
 (Chairman.)

.....  
 (Secretary.)





Sheet No. ....

BOARD FOR .....  
(Here enter designation as per section 3 of Regulations.)

[illegible]

on obverse side of sheet.



## SHEET 2.

BOARD FOR.....  
(Enter designation as per sec. 3 of Regulations.)

[illegible]



**Form No. 184—P. M. G. O.**

**DAY BOOK FOR LOCAL BOARD.**

[illegible]

Credit items.

[illegible]

## APPENDIX

## DOCKET BOOK, DISTRICT

[illegible]



DIX 13.

BOARD FOR .....  
(Here enter designation of District Board.)

Sheet No. ...., for Local Board for .....  
(Here enter designation of Local Board.)

[illegible]

**APPENDIX 14.—DAY BOOK FOR DISTRICT BOARD.**

[illegible]



Cases disposed of.								
(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
Exempted or discharged under Sec. 44 and Local Board notified on Form 181.	Adjutant General notified by instrument on Form 14a that person who failed to appear in Local Board has failed to appear in District Board.		Totals of columns 6, 7, 8, and 9.	Balance of cases undisposed of at close of day's business. (Enter difference between columns 11 and 5. Carry balance forward to column 1 to-morrow.)				



Form 18

**ESTIMATES OF POPULATION**  
FOR  
**THE SEVERAL STATES AND THE DISTRICT OF  
COLUMBIA, FOR COUNTIES, AND FOR  
CITIES OF OVER 30,000**

MADE BY  
*U.S.*  
**THE BUREAU OF THE CENSUS,  
OF THE DEPARTMENT OF COMMERCE**

IN PURSUANCE OF AND FOR THE PURPOSE MENTIONED IN  
SECTION 2 OF AN ACT OF CONGRESS "TO AUTHORIZE THE  
PRESIDENT TO INCREASE TEMPORARILY THE MILITARY  
ESTABLISHMENT OF THE UNITED STATES"

APPROVED MAY 18, 1917

The estimates for cities of 30,000 and over are excluded  
from those for the counties in which such  
cities are located

**JULY 1, 1917**



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917



## PREFACE.

---

The estimates of population contained herein relate to cities which, according to the official estimates of population made by the Bureau of the Census prior to the registration of June 5, 1917, had more than 30,000 inhabitants, and to counties or portions of counties which lie outside of such cities (except in the cases of Massachusetts, Connecticut, and Rhode Island, for which States the estimates are made by "divisions," each of which consists of a number of towns)—that is to say, the figures given for any county or division are exclusive of the population of any city or cities having more than 30,000 inhabitants which are situated in that county or division. The name of each city is indented under that of the county in which it is located.

These estimates have been made by the Bureau of the Census, at the request of the Provost Marshal General of the War Department, solely for use as a basis for the apportionment of the forthcoming draft. The method employed may be described briefly as follows:

The total registration as shown by the preliminary telegraphic returns, 9,659,382, was divided by the total population of Continental United States exclusive of Alaska, as heretofore estimated by the Census Bureau, 103,635,300, in order to obtain the proportion which the registrants represented of the total population. The resulting figure, 9.32 per cent, was assumed to represent the proportion which the registrants in each geographical unit represented of the total population thereof. Since the State totals, as shown by the corrected returns received by mail, varied more or less from those given in the preliminary telegraphic returns, both the total registration for the United States and the total population estimated herein differ slightly from the figures above given.

The assumption that the proportion which the registrants in any county or city represent of its total population is the same throughout the United States may not be true, but the only way to ascertain the true proportion for each geographical unit would be to make an actual enumeration of its population. The proportion in 1910 varied considerably in different parts of the country, being greater as a rule in the newer than in the older sections and greater in cities than in rural localities. Because of the abnormal shiftings of population which have taken place among certain parts of the country in recent years, and particularly since the outbreak of the war gave so great an impetus to the manufacture of munitions and other commodities needed by the belligerents, the proportions which men 21 to 30 years of age, inclusive, represent of the total population of many localities have changed greatly since 1910. For this reason the assumption that the proportions existing in 1910 still prevail would result in very inaccurate estimates for some localities.



Since, therefore, it was impossible in any event to estimate precisely the population of cities, counties, and States, on the basis of the registration, the simplest and speediest method—that based on the assumption that the proportion which the registrants represent of the total population is the same throughout the country—was adopted. One reason for the employment of this method was that the Census Bureau had only a very short time in which to prepare the estimates; but another, and still more cogent, reason was that in this manner there was obtained the fairest possible basis for the apportionment of the draft, since the localities whose population estimates may be exaggerated are those in which there is an excess of men 21 to 30 years of age, inclusive, while the ones whose population is understated are those in which the proportion of men of these ages is smaller than the average.

Although substantially complete telegraphic returns have been received for all States, the returns for a great many cities and counties, which should have reached the office of the Provost Marshal General by mail before this time, are still missing. Telegraphic requests were made for the totals for these missing counties and cities, but some of the replies were not received in time to make use of them in compiling these estimates. It was necessary, therefore, in the cases of most of the cities and counties for which the returns were still missing, to make the estimates on the assumption that the ratio between actual and estimated registration in these places was the same as that prevailing in localities comparable in size and, so far as was known, in other respects, for which returns had been received.

The names of cities and counties for which returns were received too late to be used in computing the estimates are indicated by footnotes.

The estimates for Alaska, Hawaii, and Porto Rico, in which the registration has not yet taken place, were made in the same manner in which the official estimates of population have been made by the Census Bureau heretofore, namely, on the assumption that the annual numerical increase in each geographical unit since 1910 has been the same as the average numerical increase between 1900 and 1910.

# ESTIMATES OF POPULATION, 1917.

## ALABAMA.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Autauga.....	14,120	DeKalb.....	27,318	Marshall.....	26,137
Baldwin.....	16,620	Elmore.....	22,865	Mobile.....	28,755
Barbour.....	21,470	Escambia.....	19,764	Mobile (city).....	49,249
Bibb.....	20,418	Etowah.....	48,433	Monroe.....	22,157
Blount.....	20,848	Fayette.....	14,946	Montgomery.....	19,517
Bullock.....	14,399	Franklin.....	19,614	Montgomery (city).....	40,773
Butler.....	21,642	Geneva.....	21,996	Morgan.....	34,345
Calhoun.....	39,296	Greene.....	9,453	Perry.....	15,172
Chambers.....	33,466	Hale.....	15,204	Pickens.....	21,974
Cherokee.....	17,790	Henry.....	16,406	Pike.....	26,148
Chilton.....	17,414	Houston.....	27,918	Randolph.....	22,361
Choctaw.....	16,266	Jackson.....	28,283	Russell.....	19,775
Clarke.....	22,371	Jefferson.....	139,356	St. Clair.....	20,607
Clay.....	19,206	Birmingham (city).....	212,436	Shelby.....	21,470
Cleburne.....	11,373	Lamar.....	14,968	Sumter.....	17,124
Coffee.....	23,959	Lauderdale.....	29,367	Talladega.....	31,298
Colbert.....	20,268	Lawrence.....	22,253	Tallapoosa.....	22,876
Conecuh.....	19,561	Lee.....	24,732	Tuscaloosa.....	48,959
Coosa.....	11,406	Limestone.....	28,015	Walker.....	43,991
Covington.....	32,425	Lowndes.....	14,582	Washington.....	12,994
Crenshaw.....	15,938	Macon.....	14,710	Wilcox.....	19,689
Cullman.....	20,180	Madison.....	45,397	Winston.....	11,352
Dale.....	18,026	Marengo.....	24,989		
Dallas.....	31,084	Marion.....	18,262		1,946,536

## ALASKA.

	Estimated population.
Alaska.....	64,912

## ARIZONA.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Apache.....	5,118	Santa Cruz.....	10,021	Fort Apache Indian Reservation.....	1,813
Cochise.....	71,663	Yavapai.....	41,041	Kaibab Indian Reservation.....	64
Cocconino.....	14,174	Yuma.....	13,101	San Xavier Indian Reservation.....	1,072
Gila.....	56,320	Western Navajo Indian Reservation.....	772	Total.....	409,203
Graham.....	7,929	Havasupai Agency.....	171		
Greenlee.....	36,964	Moqui Indian Reservation.....	1,459		
Maricopa.....	58,348	Colorado River Indian Reservation.....	1,223		
Mohave.....	12,124				
Navajo.....	8,605				
Pima.....	35,247				
Pinal.....	31,974				

## ESTIMATES OF POPULATION, 1917.

## ARKANSAS.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Arkansas.....	21,974	Grant.....	10,182	Perry.....	9,571
Ashley.....	23,412	Greene.....	18,476	Phillips.....	51,406
Baxter.....	8,444	Hempstead.....	27,543	Pike.....	12,414
Benton.....	23,315	Hot Spring.....	14,957	Poinsett.....	25,300
Boone.....	13,036	Howard.....	15,719	Polk.....	11,856
Bradley.....	14,850	Independence.....	21,964	Pope.....	24,131
Calhoun.....	10,601	Izard.....	11,491	Prairie.....	17,049
Carroll.....	12,618	Jackson.....	26,416	Pulaski.....	38,444
Chicot.....	18,691	Jefferson.....	56,159	Little Rock (city).....	57,135
Clark.....	24,109	Johnson.....	17,908	Randolph.....	16,588
Clay.....	25,021	Lafayette.....	13,487	St. Francis.....	31,223
Cleburne.....	10,675	Lawrence.....	21,567	Saline.....	15,869
Cleveland.....	11,502	Lee.....	28,294	Scott.....	12,221
Columbia.....	24,367	Lincoln.....	17,672	Searcy.....	12,790
Conway.....	20,150	Little River.....	13,369	Sebastian.....	45,676
Craighead.....	33,670	Logan.....	21,030	Sevier.....	13,798
Crawford.....	21,663	Lonoke.....	30,601	Sharp.....	9,539
Crittenden.....	35,386	Madison.....	13,852	Stone.....	8,015
Cross.....	20,708	Marion.....	9,667	Union.....	28,069
Dallas.....	12,489	Miller.....	20,011	Van Buren.....	12,436
Desha.....	21,534	Mississippi.....	52,918	Washington.....	26,180
Drew.....	21,910	Monroe.....	19,828	White.....	31,416
Faulkner.....	23,616	Montgomery.....	10,236	Woodruff.....	21,406
Franklin.....	14,528	Nevada.....	18,262	Yell.....	21,481
Fulton.....	9,796	Newton.....	9,635		
Garland.....	21,320	Ouachita.....	20,193	Total.....	1,594,835

## CALIFORNIA.

Alameda.....	57,702	Madera.....	13,309	San Luis Obispo.....	20,719
Berkeley (city).....	46,054	Marin.....	23,369	San Mateo.....	40,064
Oakland (city).....	180,955	Mariposa.....	6,127	Santa Barbara.....	49,120
Alpine.....	351	Mendocino.....	27,135	Santa Clara.....	49,013
Amador.....	11,739	Merced.....	26,717	San Jose (city).....	30,601
Butte.....	24,908	Modoc.....	6,652	Santa Cruz.....	19,624
Calaveras.....	8,533	Mono.....	2,693	Shasta.....	23,884
Colusa.....	10,097	Monterey.....	29,410	Sierra.....	2,865
Contra Costa.....	67,629	Napa.....	16,813	Siskiyou.....	20,678
Del Norte.....	3,058	Nevada.....	13,691	Solano.....	35,998
Eldorado.....	7,586	Orange.....	50,547	Sonoma.....	39,742
Fresno.....	80,891	Placer.....	20,086	Stanislaus.....	43,466
Fresno (city).....	40,150	Plumas.....	11,760	Sutter.....	9,163
Glenn.....	9,678	Riverside.....	43,112	Tehama.....	10,547
Humboldt.....	39,721	Sacramento.....	29,989	Trinity.....	3,219
Imperial.....	63,197	Sacramento (city).....	72,843	Tulare.....	59,528
Inyo.....	9,936	San Benito.....	10,579	Tuolumne.....	12,414
Kern.....	74,796	San Bernardino.....	76,738	Ventura.....	31,448
Kings.....	24,796	San Diego.....	25,740	Yolo.....	17,554
Lake.....	4,238	San Diego (city).....	51,116	Yuba.....	13,015
Lassen.....	11,470	San Francisco (city and county).....	550,333	Total.....	3,189,998
Los Angeles.....	192,200	San Joaquin.....	35,461		
Los Angeles (city).....	453,627	Stockton (city).....	53,423		
Pasadena (city).....	27,339				

## COLORADO.

Adams.....	12,092	Elbert.....	6,985	Morgan.....	15,536
Alamosa.....	4,796	Fremont.....	13,243	Otero.....	22,768
Arapahoe.....	10,290	Garfield.....	9,464	Ouray.....	3,165
Archuleta.....	3,315	Gilpin.....	1,985	Park.....	2,543
Baca.....	14,582	Grand.....	4,099	Phillips.....	4,260
Bent.....	11,212	Gunnison.....	6,481	Pitkin.....	2,897
Boulder.....	28,401	Hinsdale.....	590	Prowers.....	15,182
Chaffee.....	8,433	Huerfano.....	17,554	Pueblo.....	13,616
Cheyenne.....	3,423	Jackson.....	2,124	Pueblo (city).....	52,779
Clear Creek.....	3,627	Jefferson.....	12,114	Rio Blanco.....	3,251
Conejos.....	7,425	Kiowa.....	4,657	Rio Grande.....	7,715
Costilla.....	4,183	Kit Carson.....	7,532	Routt.....	10,805
Crowley.....	6,223	La Plata.....	10,215	Saguache.....	4,431
Custer.....	2,060	LaVe.....	16,567	San Juan.....	4,088
Delta.....	10,268	Larimer.....	23,208	San Miguel.....	8,337
Denver (city and county).....	196,620	Las Animas.....	53,455	Sedgwick.....	3,809
Dolores.....	1,330	Lincoln.....	9,249	Summit.....	2,039
Douglas.....	3,670	Logan.....	19,796	Teller.....	10,783
Eagle.....	4,592	Mesa.....	16,524	Washington.....	12,414
El Paso.....	14,131	Mineral.....	697	Weld.....	51,685
Colorado Springs (city).....	19,603	Moffat.....	6,695	Yuma.....	13,820
		Montezuma.....	5,118	Total.....	895,336
		Montrose.....	10,738		



## CONNECTICUT.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Bridgeport.....	278,906	Division No.—		Division No.—	
Hartford.....	180,697	6.....	24,560	17.....	24,603
New Britain.....	76,942	7.....	27,328	18.....	41,009
New Haven.....	201,481	8.....	68,519	19.....	18,584
Stamford.....	47,747	9.....	35,354	20.....	24,764
Waterbury.....	169,120	10.....	31,052	21.....	21,395
Division No.—		11.....	31,588	22.....	18,916
1.....	45,590	12.....	28,240	23.....	21,899
2.....	57,822	13.....	45,901	Total.....	1,719,623
3.....	42,017	14.....	35,901		
4.....	36,974	15.....	23,798		
5.....	38,401	16.....	20,515		

## DELAWARE.

County or city.	Estimated population.
Kent.....	23,240
New Castle.....	37,221
Wilmington (city).....	136,803
Sussex.....	37,446
Total.....	234,710

## DISTRICT OF COLUMBIA.

District of Columbia.....	346,856
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## FLORIDA.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Alachua.....	29,185	Hillsborough.....	32,854	Palm Beach.....	14,603
Baker.....	5,161	Tampa (city).....	60,408	Pasco.....	8,315
Bay.....	13,004	Holmes.....	11,910	Pinellas.....	20,182
Bradford.....	13,380	Jackson.....	24,238	Polk.....	39,002
Brevard.....	8,294	Jefferson.....	9,528	Putnam.....	14,442
Broward.....	7,446	Lafayette.....	9,163	St. Johns.....	15,021
Calhoun.....	7,403	Lake.....	12,403	St. Lucie.....	9,109
Citrus.....	5,408	Lee.....	8,927	Santa Rosa.....	14,603
Clay.....	6,459	Leon.....	13,959	Seminole.....	11,191
Columbia.....	13,337	Levy.....	12,017	Sumter.....	6,824
Dade.....	39,700	Liberty.....	5,687	Suwannee.....	17,124
De Soto.....	30,461	Madison.....	14,464	Taylor.....	16,888
Duval.....	26,942	Manatee.....	16,878	Volusia.....	20,558
Jacksonville (city).....	102,285	Marion.....	21,277	Wakulla.....	5,064
Escambia.....	37,393	Monroe.....	17,006	Walton.....	10,225
Franklin.....	6,084	Nassau.....	7,554	Washington.....	9,796
Gadsden.....	17,017	Okaloosa.....	8,326	Total.....	925,641
Hamilton.....	9,946	Orange.....	16,406		
Hernando.....	5,172	Osceola.....	5,612		

## GEORGIA.

Appling.....	9,217	Berrien.....	23,734	Butts.....	11,792
Bacon.....	5,097	Bibb.....	12,189	Calhoun.....	7,929
Baker.....	5,955	Macon (city).....	52,639	Camden.....	5,268
Baldwin.....	12,414	Bleckley.....	9,388	Campbell.....	8,948
Banks.....	9,753	Brooks.....	20,633	Candler.....	7,601
Barrow.....	11,481	Bryan.....	5,215	Carroll.....	28,315
Bartow.....	21,910	Bulloch.....	24,045	Catoosa.....	5,021
Ben Hill.....	12,951	Burke.....	28,487	Charlton.....	4,109

## ESTIMATES OF POPULATION, 1917.

## GEORGIA—Continued.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Chatham.....	14,968	Hall.....	21,727	Putnam.....	12,532
Savannah (city).....	80,279	Hancock.....	15,290	Quitman.....	3,122
Chattahoochee.....	4,163	Haralson.....	10,912	Rabun.....	4,442
Chattooga.....	11,094	Harris.....	11,888	Randolph.....	12,972
Cherokee.....	14,657	Hart.....	12,940	Richmond.....	9,045
Clarke.....	21,352	Heard.....	8,691	Augusta (city).....	52,232
Clay.....	5,011	Henry.....	17,457	Rockdale.....	7,200
Clayton.....	8,144	Houston.....	27,983	Schley.....	3,745
Clinch.....	9,624	Irwin.....	11,481	Screven.....	21,502
Cobb.....	24,034	Jackson.....	19,496	Spalding.....	19,914
Coffee.....	20,279	Jasper.....	14,485	Stephens.....	8,594
Colquitt.....	22,876	Jen Davis.....	6,062	Stewart.....	7,972
Columbia.....	10,858	Jefferson.....	19,067	Sumter.....	23,712
Coweta.....	25,805	Jenkins.....	12,242	Talbot.....	9,185
Crawford.....	7,167	Johnson.....	13,734	Taliaferro.....	7,221
Crisp.....	16,803	Jones.....	11,159	Tattnall.....	12,790
Dade.....	3,026	Laurens.....	35,515	Taylor.....	9,099
Dawson.....	3,680	Lee.....	9,807	Telfair.....	13,305
Decatur.....	23,541	Liberty.....	9,893	Terrell.....	15,215
DeKalb.....	23,712	Lincoln.....	7,908	Thomas.....	25,054
Dodge.....	21,148	Lowndes.....	20,171	Tift.....	13,466
Dooly.....	20,730	Lumpkin.....	4,088	Toombs.....	12,159
Dougherty.....	17,071	McDuffie.....	10,011	Towns.....	3,197
Douglas.....	5,240	McIntosh.....	4,034	Troup.....	34,388
Early.....	15,150	Macon.....	11,888	Turner.....	13,004
Echols.....	5,075	Madison.....	14,464	Twiggs.....	9,871
Effingham.....	9,313	Marion.....	6,130	Union.....	4,764
Elbert.....	16,845	Meriwether.....	24,635	Upson.....	12,060
Emanuel.....	23,702	Miller.....	8,315	Walker.....	18,253
Evans.....	5,966	Milton.....	5,536	Walton.....	19,238
Fannin.....	10,064	Mitchell.....	22,328	Ware.....	21,706
Fayette.....	9,135	Monroe.....	16,609	Warren.....	10,558
Floyd.....	34,742	Montgomery.....	12,285	Washington.....	25,247
Forsyth.....	5,981	Morgan.....	18,208	Wayne.....	11,878
Franklin.....	15,247	Murray.....	7,575	Webster.....	3,745
Fulton.....	32,886	Muscogee.....	42,715	Wheeler.....	5,230
Atlanta (city).....	208,159	Newton.....	17,885	White.....	4,850
Gilmer.....	9,706	Oconee.....	10,043	Whitfield.....	13,294
Glascok.....	3,745	Oglethorpe.....	17,242	Wilcox.....	14,637
Glynn.....	16,180	Paulding.....	10,322	Wilkes.....	18,809
Gordon.....	14,088	Pickens.....	6,685	Wilkinson.....	10,976
Grady.....	15,955	Pierce.....	9,539	Worth.....	20,290
Greene.....	14,850	Pike.....	17,189		
Gwinnett.....	22,961	Polk.....	17,468		
Habersham.....	8,863	Pulaski.....	10,773	Total.....	2,486,544

## HAWAII.

County or city.	Estimated population.
Hawaii.....	212,000

## IDAHO.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Ada.....	10,086	Cassia.....	14,732	Lincoln.....	9,185
Boise (city).....	12,876	Clearwater.....	4,742	Madison.....	8,487
Adams.....	3,262	Custer.....	5,815	Minidoka.....	10,697
Bannock.....	39,764	Elmore.....	6,481	Nez Perce.....	12,800
Bear Lake.....	8,755	Franklin.....	6,481	Oneida.....	7,446
Benewah.....	8,970	Fremont.....	15,837	Owyhee.....	5,944
Bingham.....	17,114	Gem.....	5,869	Power.....	7,285
Blaine.....	5,633	Gooding.....	7,114	Shoshone.....	32,339
Boise.....	4,002	Idaho.....	11,245	Teton.....	3,884
Bonner.....	12,318	Jefferson.....	9,056	Twin Falls.....	27,135
Bonneville.....	19,206	Kootenai.....	13,809	Valley.....	2,940
Boundary.....	4,313	Latah.....	17,736	Washington.....	9,635
Butte.....	3,208	Lemhi.....	5,365		
Camas.....	2,157	Lewis.....	6,105	Total.....	441,684
Canyon.....	21,856				
Payette.....					



## ILLINOIS.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Adams.....	21,878	Iroquois.....	31,534	Platt.....	13,519
Quincy (city).....	33,294	Jackson.....	29,571	Pike.....	21,996
Alexander.....	23,369	Jasper.....	12,843	Pope.....	8,519
Bond.....	13,498	Jefferson.....	23,036	Pulaski.....	13,605
Boone.....	13,893	Jersey.....	11,170	Putnam.....	8,541
Brown.....	7,918	Jo Daviess.....	20,225	Randolph.....	22,135
Bureau.....	44,206	Johnson.....	10,644	Richland.....	10,998
Calhoun.....	7,543	Kane.....	58,552	Rock Island.....	100,579
Carroll.....	17,200	Aurora (city).....	36,642	St. Clair.....	65,655
Cass.....	17,532	Kankakee.....	38,594	East St. Louis	
Champaign.....	56,835	Kendall.....	10,097	(city).....	92,983
Christian.....	33,746	Knox.....	42,586	Saline.....	33,777
Clark.....	17,371	La Salle.....	96,953	Sangamon.....	37,489
Clay.....	14,560	Lake.....	67,382	Springfield (city).....	51,824
Clinton.....	19,421	Lawrence.....	20,601	Schuyler.....	11,674
Coles.....	29,667	Lee.....	27,017	Scott.....	7,618
Cook.....	370,451	Livingston.....	42,779	Shelby.....	23,562
Chicago (city).....	3,639,957	Logan.....	26,277	Stark.....	8,723
Crawford.....	19,185	McDonough.....	22,929	Stephenson.....	34,571
Cumberland.....	10,440	McHenry.....	32,361	Tazewell.....	36,899
DeKalb.....	32,457	McLean.....	62,307	Union.....	16,298
Dewitt.....	17,167	Macon.....	18,809	Vermilion.....	46,427
Douglas.....	15,794	Decatur (city).....	36,116	Danville (city).....	31,384
Dupage.....	36,921	Macoupin.....	46,127	Wabash.....	12,060
Edgar.....	21,556	Madison.....	130,590	Warren.....	20,504
Edwards.....	7,554	Marion.....	34,764	Washington.....	14,410
Efingham.....	14,592	Marshall.....	14,689	Wayne.....	19,624
Fayette.....	21,481	Mason.....	15,215	White.....	17,521
Ford.....	15,107	Massac.....	12,682	Whiteside.....	34,409
Franklin.....	58,820	Menard.....	10,161	Win.....	54,328
Fulton.....	40,751	Mercer.....	16,760	Joliet (city).....	51,373
Gallatin.....	12,682	Monroe.....	11,620	Williamson.....	54,034
Greene.....	19,260	Montgomery.....	37,393	Winnebago.....	18,069
Grundy.....	18,369	Morgan.....	25,472	Rockford (city).....	71,738
Hamilton.....	14,109	Moultrie.....	12,822	Woodford.....	18,369
Hancock.....	24,013	Ogle.....	25,665		
Hardin.....	6,599	Peoria.....	30,343	Total.....	7,227,952
Henderson.....	8,541	Peoria (city).....	77,296		
Henry.....	43,841	Perry.....	20,365		

## INDIANA.

Adams.....	17,361	Howard.....	41,534	Posey.....	17,060
Allen.....	22,961	Huntington.....	26,448	Pulaski.....	10,472
Fort Wayne (city).....	83,637	Jackson.....	25,476	Putnam.....	15,172
Bartholomew.....	19,442	Jasper.....	12,393	Randolph.....	21,813
Benton.....	11,577	Jay.....	19,174	Ripley.....	13,605
Blackford.....	11,170	Jefferson.....	14,689	Rush.....	15,665
Boone.....	20,590	Jennings.....	9,796	St. Joseph.....	29,549
Brown.....	4,914	Johnson.....	17,425	South Bend (city).....	69,818
Carroll.....	13,852	Knox.....	41,084	Scott.....	5,129
Cass.....	35,635	Kosciusko.....	22,039	Shelby.....	21,888
Clark.....	21,931	Lagrange.....	11,588	Spencer.....	15,397
Clay.....	24,657	Lake.....	80,643	Starke.....	9,367
Clinton.....	23,240	East Chicago (city).....	70,365	Steuben.....	10,976
Crawford.....	9,378	Gary (city).....	110,579	Sullivan.....	26,320
Davies.....	21,545	Laporte.....	49,742	Switzerland.....	7,285
Dearborn.....	16,534	Lawrence.....	24,453	Tippecanoe.....	39,163
Decatur.....	13,187	Madison.....	62,661	Tipton.....	13,884
DeKalb.....	21,738	Marion.....	28,809	Union.....	4,721
Delaware.....	55,993	Indianapolis (city).....	339,785	Vanderburg.....	12,597
Dubois.....	16,524	Marshall.....	19,914	Evansville (city).....	76,427
Elkhart.....	49,614	Martin.....	9,442	Vermilion.....	27,725
Fayette.....	16,148	Miami.....	25,740	Vigo.....	29,324
Floyd.....	25,139	Monroe.....	21,835	Terre Haute (city).....	67,371
Fountain.....	16,062	Montgomery.....	23,584	Wabash.....	23,262
Franklin.....	11,052	Morgan.....	16,105	Warren.....	9,013
Fulton.....	12,296	Newton.....	9,260	Warrick.....	16,165
Gibson.....	25,504	Noble.....	18,541	Washington.....	13,058
Grant.....	45,258	Ohio.....	3,273	Wayne.....	40,247
Greene.....	31,448	Orange.....	15,086	Wells.....	17,114
Hamilton.....	17,768	Owen.....	10,161	White.....	14,517
Hancock.....	14,528	Parke.....	15,590	Whitley.....	13,306
Harrison.....	13,476	Perry.....	13,315		
Hendricks.....	15,097	Pike.....	14,850	Total.....	2,738,893
Henry.....	31,116	Porter.....	21,373		

## IOWA.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Adair.....	13,873	Fremont.....	14,882	Osceola.....	10,719
Adams.....	9,474	Greene.....	16,356	Page.....	20,225
Allamakee.....	15,955	Grundy.....	14,936	Palo Alto.....	16,491
Appanoose.....	25,440	Guthrie.....	16,296	Plymouth.....	24,914
Audubon.....	14,260	Hamilton.....	19,421	Pocahontas.....	17,708
Benton.....	23,938	Hancock.....	15,880	Polk.....	25,086
Blackhawk.....	19,883	Hardin.....	23,498	Des Moines (city).....	120,815
Waterloo (city).....	38,197	Harrison.....	23,423	Pottawattamie.....	26,921
Boone.....	26,448	Henry.....	14,528	Council Bluffs (city).....	33,165
Bremer.....	14,828	Howard.....	12,500	Poweshiek.....	18,927
Buchanan.....	15,987	Humboldt.....	14,517	Ringgold.....	11,384
Buena Vista.....	20,579	Ida.....	14,292	Sac.....	19,696
Butler.....	16,019	Iowa.....	16,459	Scott.....	20,279
Calhoun.....	18,466	Jackson.....	17,167	Davenport (city).....	52,829
Carroll.....	21,352	Jasper.....	27,242	Shelby.....	15,326
Cass.....	18,680	Jefferson.....	14,528	Sioux.....	26,212
Cedar.....	17,350	Johnson.....	26,212	Story.....	30,526
Cerro Gordo.....	42,092	Jones.....	22,318	Tama.....	22,425
Cherokee.....	17,811	Keokuk.....	17,822	Taylor.....	13,315
Chickasaw.....	14,024	Kossuth.....	27,371	Union.....	14,571
Clarke.....	8,873	Lee.....	33,433	Van Buren.....	10,708
Clay.....	16,996	Linn.....	24,861	Wapello.....	33,758
Clayton.....	22,725	Cedar Rapids (city).....	44,453	Warren.....	15,676
Clinton.....	40,687	Louis.....	11,406	Washington.....	17,725
Crawford.....	23,863	Lucas.....	13,627	Wayne.....	13,641
Dallas.....	25,472	Lyon.....	16,845	Webster.....	38,444
Davis.....	10,440	Madison.....	13,809	Winneshiek.....	13,358
Decatur.....	15,129	Mahaska <sup>1</sup> .....	26,599	Winnebago.....	19,732
Delaware.....	15,590	Marion.....	20,976	Woodbury.....	23,036
Des Moines.....	32,489	Marshall.....	30,279	Sioux City (city).....	68,251
Dickinson.....	11,803	Mills.....	11,942	Worth.....	12,554
Dubuque.....	16,727	Mitchell.....	13,208	Wright.....	21,588
Dubuque (city).....	36,170	Monona.....	18,337		
Emmet.....	13,648	Monroe.....	20,730		
Fayette.....	27,275	Montgomery.....	15,504	Total.....	2,327,079
Floyd.....	18,487	Muscatine.....	28,830		
Franklin.....	17,994	O'Brien.....	20,526		

## KANSAS.

Allen.....	20,740	Hamilton.....	2,586	Pottawatomie.....	13,294
Anderson.....	10,097	Harper.....	12,500	Pratt.....	12,489
Atchison.....	20,826	Harvey.....	19,431	Rawlins.....	5,890
Barber.....	9,582	Haskell.....	1,953	Reno.....	35,740
Barton.....	16,770	Hodgman.....	6,406	Republic.....	15,290
Bourbon.....	16,942	Jackson.....	13,659	Rice.....	13,251
Brown.....	18,648	Jefferson.....	12,800	Riley.....	15,021
Butler.....	41,084	Jewell.....	15,730	Rooks.....	9,517
Chase.....	7,758	Johnson.....	14,979	Rush.....	8,798
Chautauqua.....	10,429	Kearny.....	2,918	Russell.....	10,504
Cherokee.....	31,094	Kingman.....	12,264	Saline.....	22,994
Cheyenne.....	5,408	Kiowa.....	6,652	Scott.....	3,273
Clarke.....	5,783	Labette.....	31,760	Sedgwick.....	16,856
Clay.....	13,895	Lane.....	3,380	Wichita (city) <sup>1</sup> .....	78,909
Cloud.....	16,695	Leavenworth.....	24,839	Seward.....	5,773
Coffey.....	10,418	Lincoln.....	9,828	Shawnee.....	14,764
Comanche.....	6,341	Linn.....	11,009	Topeka (city).....	44,936
Cowley.....	29,582	Logan.....	3,691	Sheridan.....	5,762
Crawford.....	57,082	Lyon.....	23,004	Sherman.....	4,908
Decatur.....	8,605	McPherson.....	19,689	Smith.....	15,150
Dickinson.....	24,592	Marion.....	19,013	Stafford.....	10,150
Doniphan.....	13,605	Marshall.....	19,099	Stanton.....	1,073
Douglas.....	20,965	Meade.....	6,792	Stevens.....	3,240
Edwards.....	7,586	Miami.....	15,826	Sumner.....	25,815
Elk.....	7,865	Mitchell.....	13,348	Thomas.....	6,041
Ellis.....	13,326	Montgomery.....	47,414	Trego.....	5,453
Ellsworth.....	11,556	Morris.....	10,605	Wabaunsee.....	10,869
Finney.....	7,811	Morton.....	3,015	Wallace.....	2,285
Ford.....	15,676	Nemaha.....	15,708	Washington.....	17,597
Franklin.....	16,717	Neosho.....	22,006	Wichita.....	1,406
Geary.....	8,519	Ness.....	7,350	Wilson.....	18,230
Gove.....	4,893	Norton.....	10,708	Woodson.....	6,589
Graham.....	7,575	Osage.....	15,258	Wyandotte.....	19,142
Grant.....	1,309	Osborne.....	12,167	Kansas City (city).....	106,384
Gray.....	5,483	Ottawa.....	9,657		
Greeley.....	1,234	Pawnee.....	9,841	Total.....	1,626,226
Greenwood.....	12,082	Phillips.....	13,176		

<sup>1</sup> Registration returns not received. See Preface.



## ESTIMATES OF POPULATION, 1917.

11

## KENTUCKY.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Adair.....	13,187	Grant.....	8,155	Mason.....	15,182
Allen.....	13,906	Graves.....	28,058	Meade.....	7,157
Anderson.....	7,951	Grayson.....	15,494	Menifee.....	4,367
Ballard.....	10,998	Green.....	10,172	Mercer.....	11,652
Barren.....	20,451	Greenup.....	16,030	Metcalfe.....	7,414
Bath.....	11,148	Hancock.....	5,880	Monroe.....	10,805
Bell.....	27,661	Hardin.....	17,017	Montgomery.....	9,871
Boone.....	7,221	Harlan.....	19,109	Morgan.....	13,863
Bourbon.....	16,309	Harrison.....	13,047	Muhlenberg.....	25,558
Boyd.....	24,549	Hart.....	15,150	Nelson.....	13,948
Boyle.....	12,790	Henderson.....	25,172	Nicholas.....	8,380
Bracken.....	8,723	Henry.....	11,717	Ohio.....	22,028
Breathitt.....	16,609	Hickman.....	9,174	Oldham.....	6,094
Breckinridge.....	15,719	Hopkins.....	31,191	Owen.....	11,084
Bullitt.....	7,489	Jackson.....	9,313	Owsley.....	6,062
Butler.....	12,951	Jefferson.....	39,431	Pendleton.....	9,657
Caldwell.....	11,212	Louisville (city) ..	216,448	Perry.....	20,215
Calloway.....	18,230	Jessamine.....	10,536	Pike.....	42,682
Campbell.....	29,045	Johnson.....	17,800	Powell.....	5,064
Newport (city) ..	30,504	Kenton.....	15,472	Pulaski.....	25,429
Carlisle.....	7,564	Covington (city) ..	58,552	Robertson.....	3,498
Carroll.....	6,867	Knott.....	9,925	Rockcastle.....	11,202
Carter.....	15,594	Knox <sup>1</sup> .....	16,094	Rowan.....	7,554
Casey.....	13,219	Larue.....	7,800	Russell.....	8,863
Christian.....	29,421	Laurel.....	13,873	Scott.....	14,131
Clark.....	14,892	Lawrence <sup>1</sup> .....	12,876	Shelby.....	14,742
Clay.....	14,045	Lee.....	7,779	Simpson.....	9,657
Clinton.....	6,384	Leslie.....	7,135	Spencer.....	6,717
Crittenden.....	11,094	Letcher.....	25,998	Taylor.....	9,742
Cumberland.....	8,552	Lewis.....	12,747	Todd.....	13,176
Daviess.....	34,624	Lincoln.....	13,251	Trigg.....	12,532
Edmonson.....	8,412	Livingston.....	9,120	Trimble.....	5,032
Elliott.....	7,747	Logan <sup>1</sup> .....	16,094	Union.....	16,652
Estill.....	12,564	Lyon.....	6,867	Warren.....	25,601
Fayette.....	11,717	McCracken.....	33,562	Washington.....	11,609
Lexington (city) ..	33,734	McCreary.....	9,871	Wayne.....	13,723
Fleming.....	13,015	McLean.....	10,504	Webster.....	20,258
Floyd.....	20,225	Madison.....	21,234	Whitley <sup>1</sup> .....	19,313
Franklin.....	15,043	Magoffin.....	12,242	Wolfe.....	6,845
Fulton.....	15,622	Marion.....	11,803	Woodford.....	10,815
Gallatin.....	3,788	Marshall.....	13,348		
Garrard.....	10,569	Martin.....	6,803	Total.....	2,024,353

## LOUISIANA.

Acadia.....	30,236	Iberia.....	25,708	St. Bernard.....	5,676
Allen.....	24,936	Iberville.....	23,884	St. Charles.....	8,970
Ascension.....	19,560	Jackson.....	12,103	St. Helena.....	5,880
Assumption.....	17,640	Jefferson.....	22,446	St. James.....	21,878
Avozelles.....	31,899	Jefferson Davis.....	17,221	St. John the Baptist.....	14,466
Beauregard.....	26,910	La Salle.....	9,646	St. Landry.....	40,333
Bienvenue.....	19,120	Lafayette.....	27,157	St. Martin.....	18,380
Bossier.....	18,852	Lafourche.....	29,614	St. Mary.....	36,255
Caddo.....	38,133	Lincoln.....	16,685	St. Tammany.....	19,657
Shreveport (city) ..	41,030	Livingston.....	10,891	Tangipahoa.....	32,597
Calcasieu.....	36,052	Madison.....	8,069	Tensas.....	9,624
Caldwell.....	9,742	Morehouse.....	16,845	Terrebonne.....	25,783
Cameron.....	2,630	Natchitoches.....	32,747	Union.....	17,811
Catahoula.....	9,442	New Orleans city co- extensive with Or- leans Parish	365,955	Vermilion.....	27,994
Claborn.....	21,416	Ouachita.....	27,436	Vernon.....	25,794
Concordia.....	9,903	Plaquemines.....	10,826	Washington.....	28,884
De Soto.....	29,549	Pointe Coupee.....	20,097	Webster.....	18,938
East Baton Rouge.....	40,300	Rapides.....	54,120	West Baton Rouge.....	11,052
East Carroll.....	9,281	Red River.....	13,916	West Carroll.....	7,618
East Feliciana.....	11,039	Richland.....	18,841	West Feliciana.....	7,886
Evangeline.....	21,620	Sabine.....	21,491	Winn.....	15,815
Franklin.....	19,528			Total.....	1,688,862
Grant.....	13,755				

<sup>1</sup> Registration returns not received. See Preface.

## MAINE.

County or city.	Esti- mated popu- lation.	County or city.	Esti- mated popu- lation.	County or city.	Esti- mated popu- lation.
Androscoggin.....	62,393	Knox.....	21,685	Waldo.....	15,236
Aroostook.....	74,056	Lincoln.....	10,730	Washington.....	32,575
Cumberland.....	42,629	Oxford.....	32,350	York.....	57,426
Portland (city)....	60,268	Penobscot.....	80,944	Total.....	646,588
Franklin.....	16,394	Piscataquis.....	17,049		
Hancock.....	24,088	Sagadahoc.....	15,000		
Kennebec.....	51,212	Somerset.....	32,564		

## MARYLAND.

Allegany.....	60,376	Dorchester.....	22,961	St. Marys.....	11,996
Anne Arundel.....	42,285	Frederick.....	45,043	Somerset.....	21,288
Baltimore.....	139,120	Garrett.....	16,137	Talbot.....	15,665
Baltimore city.....	626,964	Harford.....	21,652	Washington.....	53,197
Calvert.....	7,800	Howard.....	12,704	Wicomico.....	23,670
Caroline.....	14,303	Kent.....	12,586	Worcester.....	17,124
Carroll.....	26,255	Montgomery.....	26,373	Total.....	1,292,091
Cecil.....	18,541	Prince Georges.....	29,152		
Charles.....	13,852	Queen Annes.....	13,047		

## MASSACHUSETTS.

Boston.....	828,573	Worcester.....	218,841	Division No.—	
Brockton.....	63,273	Division No.—		24.....	13,455
Brookline.....	23,830	1.....	24,807	25.....	39,345
Cambridge.....	120,730	2.....	25,054	26.....	36,105
Chelsea.....	53,230	3.....	24,249	27.....	23,884
Chicopee.....	82,715	4.....	35,451	28.....	22,865
Everett.....	49,957	5.....	30,097	29.....	28,659
Fall River.....	113,455	6.....	34,560	30.....	22,264
Fitchburg.....	43,423	7.....	33,830	31.....	34,689
Haverhill.....	57,940	8.....	34,936	32.....	30,794
Holyoke.....	71,556	9.....	23,841	33.....	23,884
Lawrence.....	104,689	10.....	30,526	34.....	43,509
Lowell.....	117,264	11.....	27,951	35.....	24,474
Lynn.....	98,498	12.....	26,448	36.....	26,845
Malden.....	43,315	13.....	26,127	37.....	25,665
Medford.....	32,532	14.....	27,371	38.....	24,356
New Bedford.....	134,592	15.....	26,910	39.....	23,991
Newton.....	35,644	16.....	30,011	40.....	25,740
Pittsfield.....	45,494	17.....	30,043	41.....	23,262
Quincy.....	47,918	18.....	27,994	42.....	42,579
Salem.....	41,545	19.....	21,438	43.....	31,899
Somerville.....	83,562	20.....	29,324	Total.....	3,939,561
Springfield.....	161,674	21.....	27,586		
Taunton.....	35,912	22.....	21,427		
Waltham.....	28,337	23.....	29,217		

## MICHIGAN.

Alcona.....	5,215	Dickinson.....	18,283	Kent.....	41,009
Alger.....	9,818	Eaton.....	22,350	Grand Rapids	
Allegan.....	31,438	Emmet.....	11,738	(city).....	130,676
Alpena.....	12,908	Genesee.....	24,775	Keweenaw.....	7,060
Antrim.....	9,764	Flint (city).....	110,708	Lake.....	3,326
Arenac.....	7,543	Gladwin.....	7,736	Lapeer.....	20,386
Baraga.....	6,030	Gogebic.....	52,759	Leelanau.....	8,509
Barry.....	16,813	Grand Traverse.....	15,944	Lenawee.....	36,084
Bay.....	18,627	Griatiot.....	29,635	Livingston.....	13,294
Bay City.....	36,781	Hillsdale.....	21,459	Luce.....	5,967
Benzie.....	6,845	Houghton.....	91,416	Mackinac.....	8,423
Berrien.....	53,712	Huron.....	39,376	Macomb.....	30,118
Branch.....	16,652	Ingham.....	18,798	Manistee.....	19,989
Calhoun.....	30,172	Lansing (city).....	66,502	Marquette.....	49,109
Battle Creek (city).....	31,217	Ionia.....	26,717	Mason.....	16,770
Cass.....	15,429	Iosco.....	7,125	Mecosta.....	14,195
Charlevoix.....	13,659	Iron.....	27,221	Menominee.....	21,685
Chesboygan.....	12,715	Isabella.....	18,899	Midland.....	14,785
Chippewa.....	25,236	Jackson.....	19,378	Missaukee.....	9,496
Clare.....	7,124	Jackson (city).....	52,221	Monroe.....	31,931
Clinton.....	17,500	Kalamazoo.....	16,330	Montcalm.....	25,300
Crawford.....	4,517	Kalamazoo (city).....	44,193	Montmorency.....	4,045
Delta.....	29,736	Kalkaska.....	5,494	Muskegon.....	65,991



## ESTIMATES OF POPULATION, 1917.

13

## MICHIGAN—Continued.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Newaygo.....	16,030	Rosecommon.....	1,867	Van Buren.....	26,127
Oakland.....	87,843	Saginaw.....	31,234	Washtenaw.....	50,238
Oceana.....	14,045	Saginaw (city).....	48,938	Wayne.....	141,556
Ogemaw.....	6,459	St. Clair.....	45,161	Detroit (city).....	1,521,942
Ontonagon.....	18,637	St. Joseph.....	22,124	Highland Park (city).....	66,867
Oscoda.....	12,994	Sanilac.....	25,526	Wexford.....	16,148
Oscoda.....	1,567	Schoolcraft.....	8,230		
Otsego.....	5,311	Shiawassee.....	28,197		
Ottawa.....	42,167	Tuscola.....	24,925	Total.....	4,015,053
Presque Isle.....	10,075				

## MINNESOTA.

Aitkin.....	12,758	Jackson.....	16,813	Redwood.....	20,504
Anoka.....	12,479	Kanabec.....	7,940	Renville.....	23,262
Becker.....	19,882	Kandiyohi.....	20,129	Rice.....	22,983
Beltrami.....	24,839	Kittson.....	11,030	Rock.....	11,620
Benton.....	12,822	Koochiching.....	15,740	Roseau.....	12,146
Big Stone.....	9,195	Lac qui Parle.....	16,180	St. Louis.....	124,324
Blue Earth.....	31,105	Lake.....	9,732	Duluth (city).....	107,242
Brown.....	19,281	Le Sueur.....	15,858	Scott.....	12,758
Carlton.....	19,474	Lincoln.....	11,942	Sherburne.....	8,380
Carver.....	16,212	Lyon.....	19,517	Sibley.....	15,290
Cass.....	13,659	McLeod.....	17,650	Stearns.....	48,240
Chippewa.....	14,946	Mahnomen.....	5,622	Steele.....	16,899
Chisago.....	12,961	Marshall.....	20,097	Stevens.....	8,948
Clay.....	23,187	Martin.....	21,904	Swift.....	12,704
Clearwater.....	6,277	Meeker.....	15,966	Todd.....	22,543
Cook.....	2,028	Mille Lacs.....	10,536	Traverse.....	7,854
Cottonwood.....	14,474	Morrison.....	21,953	Wabasha.....	16,309
Crow Wing.....	26,942	Mower.....	23,208	Wadena.....	8,873
Dakota.....	30,579	Murray.....	14,764	Waseca.....	13,723
Dodge.....	11,738	Nicollet.....	12,918	Washington.....	19,539
Douglas.....	16,137	Nobles.....	17,618	Watsonwan.....	12,350
Faribault.....	20,912	Norman.....	14,592	Wilkin.....	9,607
Fillmore.....	23,009	Olmsted.....	25,933	Winona.....	31,266
Freeborn.....	23,283	Otter Tail.....	42,403	Wright.....	24,517
Goodhue.....	27,575	Pennington.....	9,356	Yellow Medicine.....	17,580
Grant.....	9,088	Pine.....	16,513	Red Lake Indian Reservation.....	1,406
Hennepin.....	34,303	Pipestone.....	11,674		
Minneapolis (city).....	434,453	Polk.....	36,524	Total.....	2,377,938
Houston.....	12,275	Pope.....	12,393		
Hubbard.....	7,060	Ramsey.....	11,309		
Isanti.....	12,436	St. Paul (city).....	249,657		
Itasca.....	27,489	Red Lake.....	6,556		

## MISSISSIPPI.

Adams.....	15,075	Itawamba.....	12,178	Pike.....	21,985
Alcorn.....	18,466	Jackson.....	13,197	Pontotoc.....	15,000
Amite.....	14,571	Jasper.....	13,530	Prentiss.....	16,009
Attala.....	16,534	Jefferson.....	11,352	Quitman.....	21,931
Benton.....	8,552	Jefferson Davis.....	9,099	Rankin.....	14,968
Bolivar.....	61,567	Jones.....	26,522	Scott.....	13,906
Calhoun.....	13,369	Kemper.....	15,324	Sharkey.....	11,760
Carroll.....	14,099	Lafayette.....	14,925	Simpson.....	13,712
Chickasaw.....	15,032	Lamar.....	12,479	Smith.....	13,788
Choctaw.....	10,043	Lauderdale.....	42,049	Stone.....	7,758
Clallborne.....	10,182	Lawrence.....	8,433	Sunflower.....	49,067
Clarke.....	14,560	Leake.....	12,639	Tallahatchie.....	36,781
Clay.....	10,805	Lee.....	21,985	Tate.....	18,101
Coahoma.....	50,279	Leflore.....	38,165	Tippah.....	12,865
Copiah.....	23,348	Lincoln.....	18,305	Tishomingo.....	13,101
Covington.....	11,534	Lowndes.....	19,624	Tunica.....	23,165
De Soto.....	22,489	Madison.....	22,554	Union.....	16,148
Forrest.....	18,906	Marion.....	16,470	Walthall.....	10,483
Franklin.....	13,079	Marshall.....	23,455	Warren.....	26,996
George.....	5,921	Monroe.....	22,393	Washington.....	49,142
Greene.....	6,255	Montgomery.....	10,322	Wayne.....	13,745
Grenada.....	12,242	Neshoba.....	16,137	Webster.....	10,536
Hancock.....	12,704	Newton.....	15,751	Wilkinson.....	11,191
Harrison.....	27,833	Noxubee.....	17,163	Winston.....	13,981
Hinds.....	23,252	Oktibbeha.....	11,030	Yalobusha.....	13,423
Jackson (city).....	20,397	Panola.....	26,373	Yazoo.....	31,974
Holmes.....	29,979	Pearl River.....	12,436		
Issaquena.....	5,805	Perry.....	10,011	Total.....	1,501,345



## MISSOURI.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Adair.....	21,996	Grundv.....	14,742	Pemiscot.....	29,324
Andrew.....	12,598	Harrison.....	17,167	Perry.....	11,803
Atchison.....	12,800	Henry.....	19,506	Pettis.....	32,597
Audrain.....	18,187	Hickory.....	5,687	Phelps.....	11,202
Barry.....	20,150	Holt.....	11,620	Pike.....	18,326
Barton.....	13,798	Howard.....	12,854	Platte.....	14,002
Bates.....	17,833	Howell.....	12,972	Polk.....	15,204
Benton.....	11,030	Iron.....	7,597	Pulaski.....	7,961
Bollinger.....	11,263	Jackson.....	38,509	Putnam.....	10,891
Boone.....	27,886	Kansas City		Rails.....	9,667
Buchanan.....	13,830	(city).....	345,590	Randolph.....	23,906
St. Joseph (city).....	71,352	Jasper.....	66,470	Ray.....	19,185
Butler.....	22,768	Joplin (city).....	47,747	Reynolds.....	8,423
Caldwell.....	10,601	Jefferson.....	26,030	Ripley.....	9,506
Callaway.....	18,616	Johnson.....	19,646	St. Charles.....	22,103
Camden.....	8,573	Knox.....	9,281	St. Clair.....	11,309
Cape Girardeau.....	26,406	Laclede.....	10,794	St. Francois.....	36,588
Carroll.....	17,615	Lafayette.....	29,861	St. Louis.....	83,283
Carter.....	4,678	Lawrence.....	20,569	St. Louis City.....	827,264
Cass.....	17,489	Lewis.....	11,845	Ste. Genevieve.....	8,101
Cedar.....	10,225	Lincoln.....	14,131	Saline.....	25,440
Chariton.....	18,627	Linn.....	23,498	Schuyler.....	6,180
Christian.....	13,015	Livingston.....	15,279	Scotland.....	8,948
Clark.....	10,011	McDonald.....	10,933	Scott.....	22,554
Clay.....	18,348	Macon.....	22,167	Shannon.....	9,324
Clinton.....	12,779	Madison.....	11,288	Shelby.....	11,524
Cole.....	32,575	Marion.....	8,101	Stoddard.....	26,599
Cooper.....	17,768	Marion.....	27,210	Stone.....	10,139
Crawford.....	9,989	Merced.....	9,903	Sullivan.....	20,440
Dade.....	11,116	Miller.....	12,146	Taney.....	7,882
Dallas.....	8,369	Mississippi.....	14,099	Texas.....	14,410
Davies.....	13,895	Moniteau.....	10,633	Vernon.....	18,155
DeKalb.....	9,335	Monroe.....	13,991	Warren.....	7,994
Dent.....	9,496	Montgomery.....	12,028	Washington.....	10,966
Douglas.....	11,363	Morgan.....	9,764	Wayne.....	12,124
Dunklin.....	38,240	New Madrid.....	27,618	Webster.....	13,745
Franklin.....	24,635	Newton.....	23,133	Worth.....	5,449
Gasconade.....	10,633	Nodaway.....	24,474	Wright.....	12,489
Gentry.....	13,466	Oregon.....	10,869		
Greene.....	23,509	Osage.....	11,459	Total.....	3,240,679
Springfield (city).....	39,185	Ozark.....	8,712		

## MONTANA.

Beaverhead.....	13,058	Hill.....	37,307	Sanders.....	7,747
Big Horn.....	7,747	Jefferson.....	6,953	Sheridan.....	36,652
Blaine.....	19,732	Lewis and Clark.....	25,494	Silver Bow.....	36,212
Broadwater.....	5,837	Lincoln.....	8,852	Butte (city).....	93,981
Carbon.....	20,075	Madison.....	9,893	Stillwater.....	11,212
Carter.....	8,036	Meagher.....	5,676	Sweet Grass.....	8,069
Cascade.....	65,032	Mineral.....	4,131	Teton.....	27,382
Chouteau.....	33,187	Missoula.....	29,539	Toole.....	10,472
Custer.....	29,142	Musselshell.....	20,644	Valley.....	31,052
Dawson.....	39,142	Park.....	18,122	Wheatland.....	8,251
Deer Lodge.....	27,521	Phillips.....	26,609	Wibaux.....	4,195
Fallon.....	8,262	Powell.....	8,648	Yellowstone.....	40,225
Fergus.....	52,843	Prairie.....	7,865	Glacier National Park.....	289
Flathead.....	23,036	Ravalli.....	10,086		
Gallatin.....	20,451	Richland.....	17,779	Total.....	952,478
Granite.....	6,019	Rosebud.....	20,021		

## NEBRASKA.

Adams.....	21,288	Butler.....	14,646	Dawes.....	8,830
Antelope.....	14,131	Cass.....	18,219	Dawson.....	15,569
Arthur.....	2,060	Cedar.....	15,923	Deuel.....	3,670
Banner.....	1,813	Chase.....	4,270	Dixon.....	11,234
Blaine.....	1,695	Cherry.....	13,637	Dodge.....	23,616
Boone.....	14,099	Cheyenne.....	9,582	Douglas.....	18,862
Box Butte.....	8,476	Clay.....	13,337	Omaha (city).....	203,058
Boyd.....	6,685	Collax.....	11,137	Dundy.....	4,614
Brown.....	5,504	Cumming.....	15,064	Fillmore.....	13,423
Buffalo.....	22,532	Custer.....	24,882	Franklin.....	9,152
Burt.....	13,133	Dakota.....	7,103	Frontier.....	8,863

<sup>1</sup> Registration returns reported for county as a whole; number of registrants for city and for county outside of city apportioned by Census Bureau.

## ESTIMATES OF POPULATION, 1917.

15

## NEBRASKA—Continued.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Furnas.....	9,946	Lancaster.....	29,303	Saline.....	15,708
Gage.....	26,105	Lincoln (city).....	51,041	Sarpy.....	8,659
Garden.....	5,086	Lincoln.....	18,498	Saunders.....	20,687
Garfield.....	2,886	Logan.....	2,028	Scotts Bluff.....	19,206
Gosper.....	4,517	Loup.....	1,792	Seward.....	14,979
Grant.....	1,996	McPherson.....	1,481	Sheridan.....	9,871
Greeley.....	8,498	Madison.....	20,794	Sherman.....	8,509
Hall.....	23,605	Merrick.....	9,378	Sioux.....	4,603
Hamilton.....	13,315	Morrill.....	10,225	Stanton.....	8,358
Harlan.....	8,369	Nance.....	8,723	Thayer.....	13,144
Hayes.....	3,466	Nemaha.....	10,998	Thomas.....	1,792
Hitchcock.....	5,397	Nuckolls.....	12,017	Thurston.....	10,043
Holt.....	15,150	Otoe.....	17,210	Valley.....	9,099
Hooker.....	1,577	Pawnee.....	8,648	Washington.....	11,695
Howard.....	10,300	Perkins.....	3,380	Wayne.....	10,837
Jefferson.....	15,086	Phelps.....	10,021	Webster.....	10,172
Johnson.....	9,045	Pierce.....	10,601	Wheeler.....	2,167
Kearney.....	9,045	Platte.....	19,785	York.....	17,114
Keith.....	5,118	Polk.....	10,719	Total.....	1,270,301
Keyapaha.....	3,627	Redwillow.....	10,633		
Kimball.....	3,852	Richardson.....	17,704		
Knox.....	18,916	Rock.....	3,670		

## NEVADA.

Churchill.....	5,086	Lander.....	3,004	Washoe.....	27,221
Clark.....	7,328	Lincoln.....	3,948	White Pine.....	22,725
Douglas.....	2,532	Lyon.....	7,994	Walker River Indian Reservation.....	279
Elko.....	16,341	Mineral.....	3,916	Total.....	131,232
Esmeralda.....	3,959	Nye.....	9,303		
Eureka.....	2,114	Ormsby.....	1,448		
Humboldt.....	12,371	Storey.....	1,663		

## NEW HAMPSHIRE.

Belknap.....	17,715	Hillsborough.....	54,721	Sullivan.....	19,979
Carroll.....	13,970	Manchester (city).....	89,549	Total.....	403,884
Cheshire.....	24,152	Merrimack.....	40,590		
Cos.....	34,324	Rockingham.....	42,897		
Grafton.....	33,326	Strafford.....	32,661		

## NEW JERSEY.

Atlantic.....	25,215	Hudson.....	155,247	Morris.....	88,637
Atlantic City (city).....	55,247	Bayonne (city).....	92,436	Ocean.....	18,315
Bergen.....	171,491	Hoboken (city).....	85,247	Passaic.....	67,908
Burlington.....	69,624	Jersey City.....	340,515	Passaic (city).....	78,423
Camden.....	52,564	West Hoboken (city).....	45,773	Paterson (city).....	135,472
Camden (city).....	120,536	Hunterdon.....	25,086	Salem.....	59,775
Cape May.....	17,425	Mercer.....	37,897	Somerset.....	46,727
Cumberland.....	50,633	Trenton (city).....	130,365	Sussex.....	20,009
Essex.....	124,173	Middlesex.....	149,238	Union.....	92,586
East Orange.....	38,734	Perth Amboy (city).....	61,159	Elizabeth (city).....	105,107
Newark (city).....	469,281	Monmouth.....	97,479	Warren.....	45,719
Orange (city).....	30,579			Total.....	3,255,407
Gloucester.....	44,785				

## NEW MEXICO.

Bernalillo.....	24,421	Mora.....	11,030	Taos.....	7,457
Chaves.....	18,069	Otero.....	8,830	Torrance.....	11,052
Colfax.....	26,921	Quay.....	11,491	Union.....	18,519
Curry.....	10,397	Rio Arriba.....	12,092	Valencia.....	9,753
Dona Ana.....	13,026	Roosevelt.....	6,170	Jicarilla Indian Reservation.....	708
Eddy.....	12,135	San Juan.....	4,024	Pueblo Indian Agency.....	5,461
Grant.....	40,043	San Miguel.....	20,118	San Juan Indian Reservation.....	483
Guadalupe.....	11,888	Sandoval.....	4,528	Total.....	352,392
Lincoln.....	9,989	Santa Fe.....	10,944		
Luna.....	9,517	Sierra.....	4,270		
McKinley.....	10,504	Socorro.....	18,552		

\* Registration returns not received. See Preface.

## ESTIMATES OF POPULATION, 1917.

## NEW YORK.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Albany.....	67,607	Herkimer.....	73,691	St. Lawrence.....	82,285
Albany (city).....	113,841	Jefferson.....	48,004	Saratoga.....	53,487
Allegany.....	30,740	Water town <sup>1</sup> .....		Schenectady.....	15,923
Broome.....	49,824	(city).....	24,732	Schenectady (city).....	101,052
Binghamton (city).....	72,221	Lewis.....	19,335	Schoharie.....	16,438
Cattaraugus.....	68,734	Livingston.....	31,416	Schoyler.....	10,182
Cayuga.....	22,403	Madison.....	32,489	Seneca.....	18,530
Auburn (city).....	34,528	Monroe.....	64,013	Steuben.....	75,172
Chautauqua.....	63,433	Rochester (city).....	298,112	Suffolk.....	88,294
Jamestown (city).....	41,148	Montgomery.....	22,682	Sullivan.....	29,378
Chemung.....	16,942	Amsterdam (city).....	36,320	Tioga.....	17,339
Elmira (city).....	45,311	Nassau.....	131,802	Tompkins.....	32,039
Chenango.....	36,760	New York (city) <sup>2</sup> .....	5,504,185	Ulster.....	65,333
Clinton.....	37,178	Niagara.....	69,839	Warren.....	26,641
Columbia.....	34,882	Niagara Falls (city).....	79,689	Washington.....	36,159
Cortland.....	25,290	Oneida.....	90,719	Wayne.....	41,985
Delaware.....	34,785	Utica (city).....	112,082	Westchester.....	151,641
Dutchess.....	49,024	Onondaga.....	68,734	Mount Vernon	
Poughkeepsie		Syracuse (city).....	197,393	(city).....	32,854
(city).....	33,476	Ontario.....	46,448	New Rochelle	
Erie.....	147,071	Orange.....	107,414	(city).....	27,554
Buffalo (city).....	606,354	Orleans.....	23,991	Yonkers (city).....	95,440
Essex.....	33,616	Oswego.....	57,768	Wyoming.....	26,073
Franklin.....	38,723	Otsego.....	35,987	Yates.....	12,940
Fulton.....	38,927	Putnam.....	10,054	Onondaga Indian	
Genesee.....	32,189	Rensselaer.....	37,296	Reservation.....	600
Greene.....	22,500	Troy (city).....	68,015		
Hamilton.....	4,034	Rockland.....	39,678	Total.....	11,187,798

## NORTH CAROLINA.

Alamance.....	27,135	Franklin.....	22,114	Pamlico.....	10,161
Alexander.....	8,552	Gaston.....	41,459	Pasquotank.....	14,818
Alleghany.....	4,989	Gates.....	8,348	Pender.....	11,556
Anson.....	22,521	Graham.....	4,313	Perquimans.....	10,011
Ashe.....	15,815	Granville.....	20,783	Person.....	14,442
Avery.....	8,444	Greene.....	13,509	Pitt.....	38,648
Beaufort.....	27,350	Guilford.....	70,987	Polk.....	6,738
Bertie.....	18,476	Halifax.....	38,133	Randolph.....	22,318
Bladen.....	15,805	Harnett.....	22,082	Richmond.....	25,075
Brunswick.....	11,813	Haywood.....	22,457	Robeson.....	42,929
Buncombe.....	54,549	Henderson.....	13,712	Rockingham.....	31,021
Burke.....	18,344	Hertford.....	12,843	Rowan.....	37,382
Cabarrus.....	33,090	Hoke.....	9,152	Rutherford.....	22,661
Caldwell.....	17,006	Hyde.....	7,575	Sampson.....	29,013
Camden.....	5,043	Iredell.....	29,099	Scotland.....	15,461
Carteret.....	12,071	Jackson.....	11,334	Stanly.....	29,968
Caswell.....	10,826	Johnston.....	40,912	Stokes.....	16,491
Catawba.....	25,279	Jones.....	7,039	Surry.....	23,734
Chatham.....	19,324	Lee.....	9,871	Swain.....	9,839
Cherokee.....	11,459	Lenoir.....	25,901	Transylvania.....	9,024
Chowan.....	9,624	Lincoln.....	13,466	Tyrrell.....	4,946
Clay.....	3,380	McDowell.....	13,573	Union.....	28,906
Cleveland.....	25,751	Macon.....	10,526	Vance <sup>3</sup> .....	18,927
Columbus.....	25,740	Madison.....	17,811	Wake.....	65,161
Craven.....	26,448	Martin.....	15,848	Warren.....	17,865
Cumberland.....	28,165	Mecklenburg.....	23,230	Washington.....	10,494
Currituck.....	7,124	Charlotte (city).....	48,509	Watauga.....	10,247
Dare.....	3,809	Mitchell.....	8,594	Wayne.....	38,155
Davidson.....	28,401	Montgomery.....	12,082	Wilkes.....	23,745
Davis.....	10,440	Moore.....	15,740	Wilson.....	35,075
Duplin.....	26,835	Nash.....	39,732	Yadkin.....	10,558
Durham.....	41,180	New Hanover.....	4,689	Yancey.....	11,481
Edgecombe.....	32,275	Wilmington (city).....	28,863		
Forsyth.....	23,112	Northampton.....	19,742	Total.....	2,146,266
Winston-Salem		Onslow.....	12,811		
(city).....	55,161	Orange.....	16,137		

<sup>1</sup> Registration returns reported for county as a whole; number of registrants for city and for county outside of city apportioned by Census Bureau.

<sup>2</sup> Includes Bronx, Kings, New York, Queens, and Richmond counties.

<sup>3</sup> Registration returns not received. See Preface.



## NORTH DAKOTA.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Adams.....	4,710	Griggs.....	8,702	Richland.....	20,161
Barnes.....	21,084	Hettinger.....	7,922	Rolette.....	7,296
Benson.....	12,961	Kidder.....	8,806	Sargent.....	11,513
Billings.....	4,528	Lamoure.....	13,004	Sheridan.....	6,931
Bottineau.....	15,773	Logan.....	6,148	Sioux.....	3,969
Bowman.....	5,236	McHenry.....	15,182	Slope.....	7,554
Burke.....	9,045	McIntosh.....	7,918	Stark.....	14,968
Burleigh.....	19,142	McKenzie.....	14,592	Steele.....	8,036
Cass.....	48,970	McLean.....	18,541	Stutsman.....	26,416
Cavalier.....	15,901	Mercer.....	7,672	Towner.....	9,388
Dickey.....	11,931	Morton.....	18,315	Traill.....	13,444
Divide.....	11,652	Mountrail.....	18,948	Walsh.....	20,150
Dunn.....	11,309	Nelson.....	12,597	Ward.....	33,369
Eddy.....	7,682	Oliver.....	4,002	Wells.....	14,850
Emmons.....	10,172	Pembina.....	14,635	Williams.....	21,127
Foster.....	7,854	Pierce.....	8,079	Devils Lake Indian Reservation.....	558
Golden Valley.....	7,039	Ramsey.....	17,167		
Grand Forks.....	30,418	Ransom.....	12,554		
Grant.....	9,131	Renville.....	8,530	Total.....	706,992

## OHIO.

Adams.....	16,255	Hamilton.....	85,032	Morrow.....	12,436
Allen <sup>1</sup> .....	20,912	Cincinnati (city) <sup>1</sup> .....	436,352	Muskingum.....	20,622
Lima (city) <sup>1</sup> .....	35,118	Hancock.....	29,753	Zanesville (city) <sup>1</sup> .....	24,592
Ashland.....	21,094	Hardin.....	23,058	Noble.....	13,026
Ashtabula.....	57,543	Harrison.....	13,058	Ottawa.....	20,740
Athens.....	38,305	Henry.....	21,030	Paulding.....	15,150
Auglaize.....	24,013	Highland.....	19,925	Perry.....	27,618
Belmont.....	92,800	Hocking.....	18,305	Pickaway.....	18,841
Brown.....	16,212	Holmes.....	13,433	Pike.....	10,665
Butler <sup>1</sup> .....	37,811	Huron.....	27,318	Portage.....	29,678
Hamilton (city) <sup>1</sup> .....	50,440	Jackson.....	18,272	Preble.....	18,047
Carroll.....	12,768	Jefferson.....	83,219	Putnam.....	22,929
Champaign.....	18,476	Knox.....	22,908	Richland.....	44,614
Clark <sup>1</sup> .....	18,337	Lake <sup>1</sup> .....	18,648	Ross.....	30,032
Springfield (city) <sup>1</sup> .....	61,470	Lawrence.....	31,073	Sandusky.....	33,315
Clermont.....	24,571	Licking <sup>1</sup> .....	21,577	Scioto <sup>1</sup> .....	37,489
Clinton.....	18,165	Newark (city) <sup>1</sup> .....	26,760	Seneca.....	37,082
Columbiana.....	77,425	Logan.....	22,940	Shelby.....	22,167
Coshocton.....	23,058	Lorain <sup>1</sup> .....	42,189	Stark <sup>1</sup> .....	151,835
Crawford.....	32,790	Lorain (city) <sup>1</sup> .....	54,249	Canton (city) <sup>1</sup> .....	177,586
Cuyahoga <sup>1</sup> .....	100,665	Lucas <sup>1</sup> .....	16,781	Summit <sup>1</sup> .....	89,077
Cleveland (city) <sup>1</sup> .....	1,125,440	Toledo (city) <sup>1</sup> .....	363,884	Akron (city) <sup>1</sup> .....	338,348
Darke.....	34,560	Madison.....	16,330	Trumbull.....	87,253
Defiance.....	21,288	Mahoning <sup>1</sup> .....	40,687	Tuscarawas.....	57,607
Delaware <sup>1</sup> .....	19,775	Youngstown (city) <sup>1</sup> .....	228,380	Union.....	15,536
Erie.....	36,116	Marion <sup>1</sup> .....	29,603	Van Wert.....	23,230
Fairfield.....	30,601	Medina.....	20,719	Vinton.....	8,820
Fayette.....	17,124	Meigs.....	19,571	Warren.....	19,549
Franklin <sup>1</sup> .....	33,004	Mercer.....	21,642	Washington <sup>1</sup> .....	31,577
Columbus (city) <sup>1</sup> .....	243,176	Miami.....	38,315	Wayne.....	33,798
Fulton.....	18,670	Monroe.....	15,815	Williams.....	20,526
Gallia.....	14,882	Montgomery <sup>1</sup> .....	52,049	Wood.....	41,148
Geauga.....	11,019	Dayton (city) <sup>1</sup> .....	151,170	Wyandot.....	15,311
Greene.....	27,597	Morgan <sup>1</sup> .....	11,191	Total.....	6,074,771
Guernsey.....	37,811				

## OKLAHOMA.

Adair.....	11,931	Cherokee.....	16,888	Delaware.....	11,030
Alfalfa.....	13,841	Choctaw.....	25,579	Dewey.....	10,418
Atoka.....	18,047	Cimarron.....	3,208	Ellis.....	10,172
Beaver.....	11,577	Cleveland.....	17,082	Garfield.....	26,921
Beckham.....	15,966	Coal.....	17,124	Garvin.....	28,627
Blaine.....	14,367	Comanche.....	19,582	Grady.....	31,277
Bryan.....	34,506	Cotton.....	11,813	Grant.....	13,401
Caddo.....	29,335	Craig.....	15,172	Greer.....	14,571
Canadian.....	21,363	Creek.....	71,663	Harmon.....	10,193
Carter.....	51,009	Custer.....	17,328	Harper.....	7,318

<sup>1</sup> Registration returns not received. See Preface.

<sup>2</sup> Registration returns reported for county as a whole; number of registrants for city and for county outside of city apportioned by Census Bureau.

## OKLAHOMA—Continued.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Haskell.....	18,004	Murray.....	10,343	Roger Mills.....	8,991
Hughes.....	23,820	Muskogee.....	24,968	Rogers.....	23,326
Jackson.....	22,114	Muskogee (city).....	27,124	Seminole.....	22,028
Jefferson.....	16,813	Noble.....	11,159	Sequoyah.....	21,931
Johnston.....	17,876	Nowata.....	16,127	Stephens.....	21,942
Kay.....	30,054	Okfuskee.....	20,622	Texas.....	11,567
Kingfisher.....	15,397	Oklahoma.....	19,217	Tillman.....	18,004
Kiowa.....	22,629	Oklahoma City		Tulsa.....	38,208
Latimer.....	12,436	(city).....	81,524	Tulsa (city).....	68,938
Le Flore.....	36,094	Okmulgee.....	50,118	Wagoner.....	16,245
Lincoln.....	27,436	Osage.....	30,215	Washington.....	29,957
Logan.....	20,622	Ottawa.....	35,412	Washita.....	22,017
Love.....	12,479	Pawnee.....	17,675	Woods.....	14,067
McClain.....	16,266	Payne.....	31,695	Woodward.....	12,811
McCurtain.....	32,200	Pittsburg.....	44,174	Kiowa Indian Reser-	
McIntosh.....	27,361	Pontotoc.....	28,519	vation.....	118
Major.....	9,818	Pottawatomie.....	36,277		
Marshall.....	14,528	Pushmataha.....	14,345	Total.....	1,822,470
Mayes.....	12,650				

## OREGON.

Baker.....	19,297	Jackson.....	14,807	Sherman.....	4,785
Benton.....	11,605	Jefferson.....	4,120	Tillamook.....	7,682
Clackamas.....	28,348	Josephine.....	6,309	Umatilla.....	25,418
Clatsop.....	23,702	Klamath.....	13,176	Union.....	16,780
Columbia.....	13,981	Lake.....	7,457	Wallowa.....	11,695
Coos.....	22,242	Lane.....	27,414	Wasco.....	12,554
Crook.....	4,528	Lincoln.....	4,270	Washington.....	20,193
Curry.....	3,251	Linn.....	19,249	Wheeler.....	3,745
Deschutes.....	8,530	Malheur.....	13,208	Yamhill.....	15,783
Douglas.....	17,210	Marion.....	32,382		
Gilliam.....	5,536	Morrow.....	6,663	Total.....	675,092
Grant.....	6,738	Multnomah.....	11,931		
Harney.....	6,695	Portland (city).....	204,592		
Hood River.....	6,416	Polk.....	12,800		

## PENNSYLVANIA.

Adams.....	25,976	Elk.....	36,223	Montgomery.....	211,502
Allegheny.....	645,408	Erie.....	46,202	Norristown (city).....	28,309
McKeesport (city).....	61,481	Erie (city).....	121,309	Montour.....	10,043
Pittsburgh (city).....	722,425	Fayette.....	195,397	Northampton <sup>1</sup> .....	130,440
Armstrong.....	71,566	Forest.....	6,481	Easton (city) <sup>1</sup> .....	32,006
Bever.....	158,884	Franklin.....	47,822	Northumberland.....	107,738
Bedford.....	29,839	Fulton.....	7,167	Perry.....	17,264
Berks.....	78,391	Greene.....	22,500	Philadelphia (city and	
Reading (city).....	107,350	Huntingdon.....	36,813	county).....	2,060,021
Blair.....	56,341	Indiana.....	83,090	Pike.....	5,923
Altoona (city).....	56,824	Jefferson.....	49,528	Potter.....	17,876
Bradford.....	41,223	Junata.....	11,234	Schuylkill.....	211,706
Bucks.....	63,348	Lackawanna.....	132,575	Snyder.....	13,208
Butler.....	75,579	Scranton (city).....	132,897	Somerset.....	67,918
Cambria.....	126,921	Lancaster.....	96,663	Sullivan.....	8,047
Johnstown (city).....	82,790	Lancaster (city).....	43,594	Susquehanna.....	28,605
Cameron.....	8,476	Lawrence.....	46,041	Tioga.....	30,944
Carbon.....	63,326	New Castle (city).....	54,045	Union.....	11,206
Center.....	34,034	Lebanon.....	56,245	Venango.....	54,614
Chester.....	114,431	Lehigh.....	68,798	Warren.....	33,809
Clarion.....	27,607	Allentown (city).....	80,526	Washington.....	202,833
Clearfield.....	89,227	Luzerne.....	293,047	Wayne.....	20,730
Clinton.....	30,258	Wilkes-Barre (city).....	70,472	Westmoreland.....	289,056
Columbia.....	42,232	Lycoming.....	38,476	Wyoming.....	9,861
Crawford.....	48,358	Williamsport (city).....	32,039	York.....	77,994
Cumberland.....	44,281	McKean.....	44,378	York (city).....	40,858
Dauphin.....	78,916	Mercer.....	109,335		
Harrisburg (city).....	74,238	Mifflin.....	31,127	Total.....	8,981,082
Delaware.....	103,433	Monroe.....	19,496		
Chester (city).....	81,738				

<sup>1</sup> Registration returns reported for county as a whole; number of registrants for city and for county outside of city apportioned by Census Bureau.



## PORTO RICO.

	Estimated population.
Porto Rico.....	1,231,880

## RHODE ISLAND.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Newport.....	24,270	Division No.—		Division No.—	
Pawtucket.....	63,219	1.....	24,045	6.....	23,502
Providence.....	239,582	2.....	26,835	7.....	25,976
Woonsocket.....	44,946	3.....	26,545	8.....	21,320
		4.....	25,483	Total.....	573,583
		5.....	27,800		

## SOUTH CAROLINA.

Abbeville.....	20,440	Dorchester.....	14,206	Marlboro.....	26,470
Aiken.....	41,212	Edgefield.....	19,818	Newberry.....	28,487
Anderson.....	64,925	Fairfield.....	19,925	Oconee.....	23,187
Bamberg.....	18,938	Florence.....	42,242	Orangeburg.....	53,637
Barnwell.....	36,212	Georgetown.....	16,770	Pickens.....	23,240
Beaufort.....	15,815	Greenville.....	74,979	Richland.....	27,242
Berkeley.....	15,343	Greenwood.....	29,356	Columbia (city).....	42,221
Calhoun.....	16,652	Hampton.....	19,152	Saluda.....	19,152
Charleston.....	24,474	Horry.....	25,536	Spartanburg.....	79,367
Charleston (city).....	63,519	Jasper.....	8,391	Sumter.....	33,830
Cherokee.....	21,631	Kershaw.....	25,215	Union.....	26,075
Chester.....	26,921	Lancaster.....	22,500	Williamsburg.....	27,318
Chesterfield.....	25,569	Laurens.....	35,279	York.....	39,399
Clarendon.....	29,549	Lee.....	20,408	Total.....	1,384,203
Colleton.....	25,590	Lexington.....	29,131		
Darlington.....	32,822	McCormick.....	13,959		
Dillon.....	19,850	Marion.....	19,249		

## SOUTH DAKOTA.

Armstrong <sup>1</sup> .....	214	Grant.....	10,451	Moody.....	9,624
Aurora.....	6,899	Gregory.....	10,569	Pennington.....	10,483
Beadle.....	19,753	Haakon.....	3,873	Perkins.....	9,013
Bennett.....	2,082	Hamlin.....	8,659	Potter.....	3,895
Bon Homme.....	10,912	Hand.....	9,345	Roberts.....	14,238
Brookings.....	16,105	Hanson.....	6,513	Sanborn.....	7,242
Brown.....	31,588	Harding.....	6,459	Shannon <sup>2</sup> .....	.....
Brule.....	7,339	Hughes.....	4,721	Spink.....	17,457
Buffalo.....	1,170	Hutchinson.....	13,036	Stanley.....	2,908
Butte.....	8,165	Hyde.....	3,208	Sully.....	2,629
Campbell.....	5,129	Jackson.....	1,888	Todd <sup>2</sup> .....	.....
Charles Mix.....	14,067	Jerauld.....	5,794	Tripp.....	11,288
Clark.....	11,663	Jones.....	2,403	Turner.....	15,225
Clay.....	10,129	Kingsbury.....	13,305	Union.....	10,697
Codington.....	13,959	Lake.....	12,607	Walworth.....	8,176
Corson.....	9,625	Lawrence.....	17,039	Washabaugh <sup>2</sup> .....	.....
Custer.....	3,712	Lincoln.....	14,850	Washington <sup>2</sup> .....	.....
Davison.....	12,006	Lyman.....	5,107	Yankton.....	13,294
Day.....	15,397	McCook.....	10,354	Ziebach.....	4,474
Deuel.....	8,734	McPherson.....	7,811	Sisseton and Wahpeton Indian Reservation.....	1,480
Dewey.....	5,311	Marshall.....	9,013	Total.....	626,359
Douglas.....	6,373	Meade.....	10,011		
Edmunds.....	7,318	Mellette.....	4,431		
Fall River.....	7,178	Miner.....	8,358		
Faulk.....	6,556	Minnehaha.....	43,047		

<sup>1</sup> Registration returns not received. See Preface.<sup>2</sup> Shannon, Todd, Washington, and Washabaugh are unorganized counties attached to other units and have no registration boards.

## VERMONT.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Addison.....	15,068	Grand Isle.....	3,380	Windham.....	22,062
Bennington.....	18,670	Lamolle.....	8,433	Windsor.....	32,320
Caledonia.....	20,536	Orange.....	12,382		
Chittenden.....	36,953	Orleans.....	19,506	Total.....	206,426
Essex.....	6,695	Rutland.....	40,998		
Franklin.....	24,431	Washington.....	34,345		

## VIRGINIA.

Accomac.....	33,648	Giles.....	10,043	Prince William.....	10,107
Albemarle.....	20,322	Gloucester.....	8,702	Princess Anne.....	10,064
Charlottesville (city).....	11,105	Goochland.....	6,534	Pulaski.....	12,616
Alexandria.....	11,642	Grayson.....	14,464	Rappahannock.....	5,923
Alexandria (city).....	14,700	Greene.....	4,710	Richmond.....	5,440
Alleghany.....	13,755	Greensville.....	9,818	Roanoke.....	17,339
Clifton Forge (city).....	5,848	Halifax.....	31,223	Rockbridge.....	16,295
Amelia.....	7,629	Hanover.....	14,528	Buena Vista (city) <sup>1</sup> .....	2,851
Amherst.....	14,704	Henrico.....	14,860	Rockingham.....	27,425
Appomattox.....	7,361	Henry.....	12,296	Russell.....	23,969
Augusta.....	25,397	Highland.....	4,045	Scott.....	19,099
Staunton (city).....	6,792	Isle of Wight.....	12,811	Shenandoah.....	15,901
Bath.....	5,933	James City.....	4,345	Smyth.....	17,446
Bedford.....	22,146	King and Queen.....	6,620	Southampton.....	23,326
Bland.....	4,388	King George.....	4,045	Spotsylvania.....	7,339
Botetourt.....	13,927	King William.....	7,232	Fredericksburg (city) <sup>1</sup> .....	4,508
Brunswick.....	16,953	Lancaster.....	7,618	Stafford.....	6,545
Buchanan.....	12,264	Lee.....	21,019	Surry.....	9,667
Buckingham.....	9,131	Loudoun.....	17,500	Sussex.....	12,221
Campbell.....	19,979	Louisia.....	12,221	Tazewell.....	24,828
Caroline.....	12,361	Lunenburg.....	13,723	Warren.....	7,221
Carroll.....	15,858	Madison.....	7,146	Warwick.....	4,613
Charles City.....	4,270	Mathews.....	6,674	Newport News (city).....	41,373
Charlottesville.....	13,916	Mecklenburg.....	24,571	Washington.....	25,215
Chesterfield.....	15,526	Middlesex.....	5,955	Bristol (city).....	6,831
Clarke.....	5,955	Montgomery.....	14,131	Westmoreland.....	6,910
Craig.....	3,863	Radford (city).....	3,852	Wise.....	45,633
Culpeper.....	9,195	Nansemond.....	25,021	Wythe.....	15,365
Cumberland.....	6,137	Nelson.....	14,088	York.....	5,590
Dickenson.....	9,303	New Kent.....	3,712		
Dinwiddie.....	13,691	Norfolk.....	46,738		
Petersburg (city).....	37,049	Northampton.....	17,006		
Elizabeth City.....	16,416	Northumberland.....	9,453		
Essex.....	5,451	Nottoway.....	12,564		
Fairfax.....	15,612	Orange.....	9,292		
Fauquier.....	17,715	Pase.....	11,695	Lynchburg city.....	28,496
Floyd.....	10,386	Patrick.....	12,242	Norfolk city.....	108,159
Fluvanna.....	5,762	Pittsylvania.....	43,852	Portsmouth city.....	36,642
Franklin.....	17,747	Fauquier (city).....	20,923	Richmond city.....	172,178
Frederick.....	10,461	Powhatan.....	4,796	Roanoke city.....	47,854
Winchester (city).....	5,418	Prince Edward.....	11,459		
		Prince George.....	55,526	Total.....	1,958,521

## WASHINGTON.

Adams.....	12,275	Kitsap.....	16,824	Stevens.....	19,453
Asotin.....	4,893	Kittitas.....	18,562	Thurston.....	18,712
Benton.....	7,843	Klickitat.....	9,013	Wahkiakum.....	5,290
Chelan.....	18,251	Lewis.....	30,547	Walla Walla.....	23,798
Challam.....	11,202	Lincoln.....	21,255	Whatcom.....	20,139
Clarke.....	21,867	Mason.....	4,957	Bellingham (city).....	19,227
Columbia.....	6,760	Okanogan.....	15,730	Whitman.....	35,558
Cowlitz.....	9,903	Pacific.....	16,234	Yakima.....	48,401
Douglas.....	13,219	Pend Oreille.....	7,511	Mount Rainier National Park.....	32
Ferry.....	3,927	Pierce.....	34,796	Colville Indian Reservation.....	1,760
Franklin.....	7,758	Tacoma (city).....	70,000	Tulalip Indian Reservation.....	1,255
Garfield.....	4,818	San Juan.....	3,262		
Grant.....	9,528	Skagit.....	28,863		
Grays Harbor.....	48,916	Skamania.....	2,650		
Island.....	3,670	Snohomish.....	30,718		
Jefferson.....	6,084	Everett (city).....	21,390		
King.....	52,060	Spokane.....	32,403		
Seattle (city).....	275,290	Spokane (city).....	88,251		
				Total.....	1,106,855

<sup>1</sup> Registration returns not received. See Preface.



## WEST VIRGINIA.

County or city.	Estimated population.	County or city.	Estimated population.	County or city.	Estimated population.
Barbour.....	13,230	Kanawha.....	64,893	Pocahontas.....	15,472
Berkeley.....	22,393	Charleston (city)...	37,307	Preston.....	21,717
Boone.....	12,489	Lewis.....	16,266	Putnam.....	13,637
Braxton.....	18,315	Lincoln.....	16,266	Raleigh.....	44,592
Brooke.....	18,605	Logan.....	43,734	Randolph.....	22,425
Cabell.....	11,706	McDowell.....	99,421	Ritchie.....	13,369
Huntington (city)...	43,251	Marion.....	49,936	Roane.....	16,223
Calhoun.....	7,940	Marshall.....	34,132	Summers.....	16,534
Clay.....	8,830	Mason.....	15,815	Taylor.....	16,041
Doddridge.....	9,742	Mercer.....	48,187	Tucker.....	17,747
Fayette.....	64,303	Mineral.....	18,004	Tyler.....	10,815
Gilmer.....	10,054	Mingo.....	28,240	Upshur.....	12,307
Grant.....	6,888	Monongalia.....	27,843	Wayne.....	20,182
Greenbrier.....	22,511	Monroe.....	10,858	Webster.....	9,807
Hampshire.....	10,021	Morgan.....	7,039	Wetzel.....	18,899
Hancock.....	21,266	Nicholas.....	21,266	Wirt.....	5,751
Hardy.....	7,800	Ohio.....	17,672	Wood.....	32,446
Harrison.....	73,981	Wheeling (city)...	54,431	Wyoming.....	14,109
Jackson.....	13,991	Pendleton.....	8,670		
Jefferson.....	12,436	Pleasants.....	5,172	Total.....	1,350,907

## WISCONSIN.

Adams.....	8,337	Iowa.....	22,886	Portage.....	28,712
Ashland.....	27,564	Iron.....	12,124	Price.....	16,234
Barron.....	25,433	Jackson.....	15,418	Racine.....	20,837
Bayfield.....	17,296	Jefferson.....	32,457	Racine (city).....	68,079
Brown.....	24,871	Juneau.....	15,236	Richland.....	17,221
Green Bay (city)...	25,354	Kenosha.....	10,826	Rock.....	67,328
Buffalo.....	14,925	Kenosha (city)...	48,112	Rusk.....	11,708
Burnett.....	9,742	Kewaunee.....	13,391	St. Croix.....	25,453
Calumet.....	17,403	La Crosse.....	13,305	Sauk.....	29,442
Chippewa.....	34,056	La Crosse (city)...	29,614	Sawyer.....	6,191
Clark.....	27,318	Lafayette.....	23,777	Shawano.....	29,131
Columbia.....	26,931	Langlade.....	19,603	Sheboygan.....	60,815
Crawford.....	15,279	Lincoln.....	17,210	Taylor.....	12,940
Dane.....	50,687	Manitowoc.....	45,901	Trempealeau.....	22,017
Madison (city)....	47,650	Marathon.....	56,009	Vernon.....	25,288
Dodge.....	48,562	Marquette.....	30,268	Vilas.....	5,043
Door.....	16,631	Marquette.....	9,453	Walworth.....	27,779
Douglas.....	7,800	Milwaukee.....	81,545	Washburn.....	9,109
Superior (city)....	41,277	Milwaukee (city)¹..	531,011	Washington.....	26,341
Dunn.....	23,916	Monroe.....	23,766	Waukesha.....	43,230
Eau Claire.....	31,212	Oconto.....	25,064	Waupaca.....	30,773
Florence.....	3,820	Oneida.....	13,723	Waushara.....	15,011
Fond du Lac.....	55,504	Outagamie.....	50,837	Winnebago.....	29,324
Forest.....	9,818	Ozaukee.....	14,582	Oshkosh (city)....	29,496
Grant.....	35,343	Pepin.....	6,427	Wood.....	31,084
Green.....	22,951	Pierce.....	19,464		
Green Lake.....	12,629	Polk.....	21,019	Total.....	2,576,931

## WYOMING.

Albany.....	13,197	Johnson.....	7,629	Uinta.....	8,283
Big Horn¹.....	12,232	Laramie.....	23,670	Washakie.....	4,549
Campbell.....	9,914	Lincoln.....	17,843	Weston.....	6,567
Carbon.....	14,056	Natrona.....	17,350	Yellowstone National Park.....	590
Converse.....	10,397	Niobrara.....	5,966		
Crook.....	6,448	Park.....	7,736		
Fremont.....	12,951	Platte.....	9,871	Total.....	245,226
Goshen.....	10,687	Sheridan.....	18,788		
Hot Springs.....	7,135	Sweetwater.....	19,367		

¹ Registration returns not received. See Preface.

## ESTIMATES OF POPULATION, 1917.

## SUMMARY BY STATES AND TERRITORIES.

State or Territory.	Estimated population.	State or Territory.	Estimated population.	State or Territory.	Estimated population.
Alabama.....	1,946,536	Michigan.....	4,015,053	Tennessee.....	2,624,822
Arizona.....	409,203	Minnesota.....	2,377,938	Texas.....	4,897,027
Arkansas.....	1,594,835	Mississippi.....	1,501,345	Utah.....	451,823
California.....	3,189,998	Missouri.....	3,240,679	Vermont.....	295,426
Colorado.....	895,336	Montana.....	952,478	Virginia.....	1,861,621
Connecticut.....	1,719,623	Nebraska.....	1,270,301	Washington.....	1,125,865
Delaware.....	234,710	Nevada.....	131,232	West Virginia.....	1,266,907
District of Columbia.	346,856	New Hampshire.....	403,884	Wisconsin.....	2,576,021
Florida.....	925,641	New Jersey.....	3,255,407	Wyoming.....	245,226
Georgia.....	2,486,544	New Mexico.....	352,392		
Idaho.....	441,684	New York.....	11,187,798	Total for Continental United States.	103,849,684
Illinois.....	7,227,952	North Carolina.....	2,146,266		
Indiana.....	2,738,893	North Dakota.....	706,992	Alaska.....	64,912
Iowa.....	2,527,079	Ohio.....	6,074,771	Hawaii.....	219,880
Kansas.....	1,626,226	Oklahoma.....	1,822,470	Porto Rico.....	1,281,880
Kentucky.....	2,024,353	Oregon.....	675,092		
Louisiana.....	1,688,862	Pennsylvania.....	8,981,082	Total for outlying Territories.....	1,516,372
Maine.....	646,588	Rhode Island.....	573,583		
Maryland.....	1,292,091	South Carolina.....	1,384,203		
Massachusetts.....	3,939,561	South Dakota.....	626,359		

u.s. War dept.

2

# REGULATIONS GOVERNING THE APPORTIONMENT OF QUOTAS AND CREDITS



## PRESCRIBED BY THE PRESIDENT

BY VIRTUE OF THE AUTHORITY VESTED IN HIM BY THE TERMS  
OF THE ACT OF CONGRESS TO AUTHORIZE THE PRESIDENT TO  
INCREASE TEMPORARILY THE MILITARY ESTABLISHMENT OF  
THE UNITED STATES, APPROVED MAY 18, 1917

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These Regulations may be modified  
at any time by the President



Form 300

WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917



WAR DEPARTMENT.

*Washington, July 5, 1917.*

Under authority vested in him by the Act of May 18, 1917, the **PRESIDENT OF THE UNITED STATES** prescribes the following Regulations Governing the Apportionment of Quotas and Credits and directs that said Regulations be published for the government of all concerned and that they be strictly observed.

**NEWTON D. BAKER,**

*Secretary of War.*

## REGULATIONS GOVERNING THE APPORTIONMENT OF QUOTAS AND CREDITS.

PREScribed BY THE PRESIDENT BY VIRTUE OF THE AUTHORITY VESTED IN HIM BY THE TERMS OF THE ACT OF CONGRESS TO AUTHORIZE THE PRESIDENT TO INCREASE TEMPORARILY THE MILITARY ESTABLISHMENT OF THE UNITED STATES, APPROVED MAY 18, 1917.

SECTION 1. *Statutory provisions.*—The Act of Congress to authorize the President to increase temporarily the Military Establishment of the United States, approved May 18, 1917, after empowering the President to raise by draft certain military forces enumerated in said Act, provides:

SEC. 2. \* \* \* Such draft \* \* \* shall take place and be maintained under such regulations as the President may prescribe not inconsistent with the terms of this act. Quotas for the several States, Territories, and the District of Columbia, or subdivisions thereof, shall be determined in proportion to the population thereof, and credit shall be given to any State, Territory, District, or subdivision thereof, for the number of men who were in the military service of the United States as members of the National Guard on April first, nineteen hundred and seventeen, or who have since said date entered the military service of the United States from any such State, Territory, District, or subdivision, either as members of the Regular Army or the National Guard. \* \* \*

SEC. 4. \* \* \* Notwithstanding \* \* \* exemptions \* \* \*, each State, Territory, and the District of Columbia shall be required to supply its quota in the proportion that its population bears to the total population of the United States.

SEC. 6. \* \* \* The President is hereby authorized to utilize the service of any or all departments and any or all officers or agents of the United States and of the several States, Territories, and the District of Columbia, and subdivisions thereof, in the execution of this act, and all officers and agents of the United States and of the several States, Territories, and subdivisions thereof, and of the District of Columbia, and all persons designated or appointed under regulations prescribed by the President whether such appointments are made by the President himself or by the governor or other officer of any State or Territory to perform any duty in the execution of this act, are hereby required to perform such duty as the President shall order or direct, and all such officers and agents and persons so designated or appointed shall hereby have full authority for all acts done by them in the execution of this act by the direction of the President. \* \* \*

SEC. 2. *Rules and Regulations of June 30, 1917.*—With reference to the determination of quotas, the Rules and Regulations prescribed by the President on June 30, 1917, by virtue of the authority vested in him by the terms of the aforesaid Act of Congress, provide:

SEC. 13. *Determination of quotas to be called and furnished.*—The quotas to be called and furnished by the respective local boards shall be determined in accordance with said Act of Congress and regulations to be hereafter prescribed by the President. The President will cause the quotas for the several States, Territories, and the District of Columbia to be determined and notice thereof to be communicated to the Governor of each State and Territory and to the Commissioners of the District of Columbia. The Governor of each State and Territory and the Commissioners of the District of Columbia, acting for and by the direction of the President, shall thereupon, in accordance with regulations to be hereafter prescribed by the President, determine the

quotas to be called and furnished by the several local boards within such State, Territory, or District from the persons whose registration cards are within the jurisdiction of the respective local boards therein, and shall communicate notice thereof to each local board within such State, Territory, or District.

The quotas so determined shall be called and furnished by the respective local boards in the method, manner, and at the time or times and place or places prescribed by regulations hereafter to be issued by the President.

**SEC. 3. Preliminary provisions.**—For the purpose of apportioning quotas to States, Territories, and the District of Columbia, there shall be added to the whole number of men to be raised by the first draft under the aforesaid Act of Congress the number of men, from the several States and Territories and the District of Columbia, (a) who were in the military service of the United States as members of the National Guard on April 1, 1917, (b) who have entered the military service of the United States as members of the National Guard during the period from April 2 to June 30, 1917, both dates inclusive, and (c) who have entered the military service of the United States as members of the Regular Army during the period from April 2 to June 30, 1917, both dates inclusive.

The numbers so added shall include enlisted men only.

The classes of men thus described will be referred to hereinafter as classes (a), (b), and (c), respectively.

Classes (a) and (b) shall include and be limited to all men (a) who on April 1, 1917, were enlisted in National Guard organizations then recognized by the Militia Bureau of the War Department, or (b) who during the period from April 2 to June 30, 1917, both dates inclusive, enlisted in National Guard organizations recognized by said Bureau, or who during that period became enlisted National Guardsmen as members of new units recognized during that period by said Bureau; and each of said classes shall include all enlisted men so described irrespective of whether they are actively in Federal service or only subject as National Guardsmen to be drafted into such service.

The aggregate number of men of classes (a) and (b) from each State and Territory and the District of Columbia shall be determined by the Chief of the Militia Bureau of the War Department; and the aggregate number of men of class (c) from each State and Territory and the District of Columbia shall be determined by the Provost Marshal General from information supplied by The Adjutant General of the Army.

The number of men, including additions on account of men of classes (a), (b), and (c), required of each State or Territory or the District of Columbia, shall be known as the gross quota thereof; and the number of men required of each such State, Territory, or District, exclusive of said additions, shall be known as the net quota thereof.

**SEC. 4. Federal apportionment.**—Gross quotas shall be apportioned to the several States and Territories and the District of Columbia in proportion to the population thereof as determined by the Bureau of the Census of the Department of Commerce.

The gross credit due each State, Territory, or District, that is, the aggregate number of men of classes (a), (b), and (c) from such State, Territory, or District, shall be deducted from the gross quota thereof. The difference thus obtained in the case of each State, Territory, or District shall be the net quota thereof unless the gross credit due one or more of such States, Territories, or District shall be in excess of the gross quota thereof. In such case the net quota of each State, Territory, or District having such excess credit shall be zero. By way of adjustment the aggregate of



the various items of excess credit shall be apportioned, in proportion to population, to the several States, Territories, and the District of Columbia having no such excess credit. The number so apportioned to each State, Territory, or District shall be deducted from the difference (gross quota less gross credit) pertaining to such State, Territory, or District. The result in each case shall be the net quota of such State, Territory, or District.

Notice of the gross quota, the credits, any adjustment, and the net quota for each of the several States and Territories and the District of Columbia shall be communicated to the Governors of States and Territories and to the Commissioners of the District of Columbia by the Provost Marshal General.

The net quota so apportioned to each State and Territory and the District of Columbia shall be furnished by such State, Territory, or District as required by the aforesaid Act of Congress and rules and regulations prescribed pursuant thereto.

**SEC. 5. Allocation of credits.**—The Governor of each State and Territory, acting for and by the direction of the President, shall allocate to counties (exclusive of cities in and for which one or more local boards have been established under the provisions of Section 2 (c) of the aforesaid Rules and Regulations of June 30, 1917) and to cities in and for which one or more local boards have been established under the provisions of said Section 2 (c), in such State or Territory, the credits due each such county and city for men of classes (a) and (b) therefrom.

The aggregate of the credits for each of said classes allocated to such counties and cities shall equal the credit for the same class shown, by the apportionment of quotas and credits to States and Territories and the District of Columbia, to be due such State or Territory.

The Provost Marshal General shall furnish the Governor of each State and Territory a statement, based upon information supplied by The Adjutant General of the Army, of the credit due each such county and city in such State or Territory for men of class (c) from such county or city.

The credits thus determined and allocated shall be applied as prescribed in Section 6 hereof.

**SEC. 6. State and Territorial apportionments.**—The Governor of each State and Territory, acting for and by the direction of the President, shall apportion the gross quota (less any adjustment determined by the Federal apportionment) and the net quota for such State or Territory in accordance with the following rules:

The gross quota (less any adjustment determined by the Federal apportionment) of such State or Territory shall be apportioned to the several counties (exclusive of cities in and for which one or more local boards have been established under the provisions of Section 2 (c) of the aforesaid Rules and Regulations of June 30, 1917) and to the several cities in and for which one or more local boards have been established under the provisions of said Section 2 (c), in such State or Territory, in proportion to the population of such counties and cities as determined by the Governor.

The gross credit due each such county or city—that is, the aggregate number of men of classes (a), (b), and (c) from such county or city—shall be deducted from the gross quota thereof. The difference thus obtained in the case of each such county or city shall be the net quota thereof unless the gross credit due one or more of such counties or cities shall be in excess of the gross quota thereof. In such case the net quota of each such county or city having such excess shall be zero. By way of adjustment the aggregate of the various items of excess credit shall be apportioned, in proportion to population, to those of

such counties and cities as have no such excess credit. The number so apportioned to each such county or city shall be deducted from the difference (gross quota less gross credit) pertaining to such county or city. The result in each case shall be the net quota of such county or city.

In case any such county or city is divided and the respective divisions are under the jurisdiction of separate local boards, the net quota of such county or city shall be apportioned to the respective divisions under the jurisdiction of the several local boards in proportion to the population of such divisions as determined by the Governor.

SEC. 7. *Special application of the term county.*—In applying these Regulations in and for the States of Connecticut, Massachusetts, and Rhode Island, and in and for the Territories, each division established therein pursuant to the provisions of Section 2 (b) of the aforesaid Rules and Regulations of June 30, 1917, shall be regarded and considered as a county within the meaning of the term county as employed in these Regulations.

In applying these Regulations in and for the State of Louisiana each parish in said State shall be regarded and considered as a county within the meaning of the term county as employed in these Regulations.

Independent cities of Virginia, and counties having no administrative organization, which under the provisions of Section 2 (a) of the aforesaid Rules and Regulations of June 30, 1917, are held to be within certain counties or within the jurisdiction thereof, shall, for the purposes of these Regulations, be regarded as part of and within the jurisdiction of the respective counties within which or within the jurisdiction of which such independent cities and unorganized counties are so held to be.

SEC. 8. *District of Columbia apportionment.*—The District of Columbia shall be regarded and considered as one city. The Commissioners of said District, acting for and by the direction of the President, shall apportion the net quota of said District to the divisions thereof under the jurisdiction of the several local boards in proportion to the population of such divisions as determined by the Commissioners.

SEC. 9. *Net quotas.*—The Governor of each State and Territory and the Commissioners of the District of Columbia, acting for and by the direction of the President, shall communicate to each local board established in such State, Territory, or District notice of the net quota to be furnished by such board; and such net quota shall thereupon be furnished by such board as required by the aforesaid Act of Congress and rules and regulations prescribed pursuant thereto.

SEC. 10. *Report of apportionment.*—The apportionment made by each Governor and by the Commissioners of the District of Columbia shall be reported, with the utmost expedition, to the Provost Marshal General.

SEC. 11. *Forms.*—Forms for use in making the apportionments, communicating the notices, and making the reports required by these Regulations shall be furnished by the Provost Marshal General.

SEC. 12. *Regulations subject to modification.*—These Regulations may be modified at any time by the President.



## APPENDIX.

## FORMS, AND INSTRUCTIONS RESPECTING THEIR USE.

FORM No. 301, P. M. G. O.

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By virtue of the authority vested in me by regulations prescribed by the President pursuant to an Act of Congress entitled "An Act to authorize the President to increase temporarily the Military Establishment of the United States," approved May 18, 1917, I, ----- Governor of the ----- of -----, acting for and by the direction of the President, do hereby, in accordance with said Act and regulations, apportion, as set forth in the schedule hereto appended, to the several counties (exclusive of cities in and for which one or more local boards have been established under the provisions of Section 2 (c) of the Rules and Regulations prescribed by the President on June 30, 1917), and to the several cities in and for which one or more local boards have been established under the provisions of said Section 2 (c), and to the several divisions, in said ----- of -----, the adjusted gross quota, the credits, and the net quota apportioned to said ----- of ----- under a draft for the aggregate number of ----- men, ordered by the President on July -----, 1917, by virtue of the authority vested in him by said Act of Congress.

The several local boards established in said ----- of ----- will furnish, as required by said Act of Congress and rules and regulations prescribed pursuant thereto, the net quotas so apportioned to the respective counties, cities, and divisions in and for which said local boards have been established.

## INSTRUCTIONS FOR THE USE OF FORM No. 301, P. M. G. O.

SECTION 1. This form will be used by Governors of States and Territories in making State and Territorial apportionments, and by the Commissioners of the District of Columbia in making the apportionment for that District; and will also be used by Governors of States and Territories and by the Commissioners of the District of Columbia in making the report required by Section 10 of the Regulations Governing the Apportionment of Quotas and Credits. That report is to be transmitted in duplicate.

SEC. 2. In connection with a State or Territorial apportionment the schedule mentioned in this form will consist of:

(a) Form No. 301a, P. M. G. O., carrying the record of the State or Territorial apportionment prescribed in Section 6 (exclusive of the final paragraph) of the Regulations Governing the Apportionment of Quotas and Credits; and

(b) Form No. 301b, P. M. G. O., carrying the record of the apportionments pertaining to such State or Territory prescribed in the final paragraph of said Section 6.

SEC. 3. For use by the Commissioners of the District of Columbia the form will be modified to read as follows:

-----

By virtue of the authority vested in us by regulations prescribed by the President pursuant to an Act of Congress entitled "An Act to authorize the

President to increase temporarily the Military Establishment of the United States," approved May 18, 1917, we -----, the Commissioners of the District of Columbia, acting for and by the direction of the President, do hereby, in accordance with said Act and regulations, apportion, as set forth in the schedule hereto appended, to the several divisions in said District of Columbia, the net quota apportioned to said District of Columbia under a draft for the aggregate number of ----- men, ordered by the President on July -----, 1917, by virtue of the authority vested in him by said Act of Congress.

The several local boards established in said District of Columbia will furnish, as required by said Act of Congress and rules and regulations prescribed pursuant thereto, the net quotas apportioned to the respective divisions in and for which said local boards have been established.

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SEC. 4. The schedule to be attached to this form when modified as indicated in the preceding section will consist of Form No. 301b, P. M. G. O., carrying the record of the apportionment for the District of Columbia.

FORM No. 301a, P. M. G. O. (See page 15.)

#### INSTRUCTIONS FOR THE USE OF FORM No. 301a, P. M. G. O.

SECTION 1. This form will be used in making so much of each State and Territorial apportionment as is prescribed in Section 6 (exclusive of the final paragraph) of the Regulations Governing the Apportionment of Quotas and Credits.

SEC. 2. When one sheet of this form is not sufficient to carry the record of a State or Territorial apportionment, additional sheets will be used. The sheets will be numbered consecutively, beginning with No. 1.

SEC. 3. In making State and Territorial apportionments, the following rules are to be observed with reference to entries on *line 1* of this form, viz:

1. In column 1 enter the name of the State or Territory.
2. In column 2 enter the number appearing in column 2, opposite the name of the State or Territory, on the Federal apportionment sheet. That number represents the population of the State or Territory as determined by the Bureau of the Census of the Department of Commerce.
3. In column 3 enter the number 1.000000.
4. In column 4 enter the number representing the adjusted gross quota of the State or Territory, that is, the gross quota (column 4) apportioned to the State or Territory on the Federal apportionment sheet, less the adjustment, if any (column 8), apportioned to the State or Territory on the same sheet.
5. In columns 5 (a), 5 (b), and 5 (c), enter the credits for men of classes (a), (b), and (c), respectively, and in column 5 (d) the aggregate or gross credit to which the State or Territory is entitled for men of classes (a), (b), and (c), as shown by entries in the corresponding columns, opposite the name of the State or Territory on the Federal apportionment sheet.
6. In column 6 enter the adjusted difference for the State or Territory, that is, the difference (column 6) apportioned to the State or Territory on the Federal apportionment sheet, less the adjustment, if any (column 8), apportioned to the State or Territory on the same sheet.
7. In column 7 enter the number 1.000000.
8. In column 8 draw a horizontal line to indicate that no numerical entry is to be made in that column.
9. In column 9 enter the net quota apportioned to the State or Territory on the Federal apportionment sheet.



10. On all sheets except sheet 1, line 1 will be left blank.

11. Entries to be made in columns 1, 3, 7, and 8 are definitely determined by the foregoing rules. Data for the entries in columns 2, 4, 5 (a), 5 (b), 5 (c), 5 (d), 6, and 9 may be telegraphed by the Provost Marshal General. In that case the data so communicated will be used in making the State or Territorial apportionment, without awaiting the arrival by mail of a copy of the Federal apportionment sheet.

SEC. 4. The manner of determining the entries to be made on lines *other than line 1* of one or more sheets of this form employed in making State or Territorial apportionments is set forth in this section.

1. In column 1 enter the designation of each area of the State or Territory for which a *gross* quota is to be determined. Normally, these entries, when completed, should be in the form of an alphabetical list of all the counties of the State or Territory (exclusive of counties having no administrative organization, which under the provisions of Section 2 (a) of the Rules and Regulations of June 30, 1917, are held to be within the jurisdiction of certain other counties), with a list of all the cities of the State or Territory in and for which one or more local boards have been established under the provisions of Section 2 (c) of said Rules and Regulations. However, for the States of Connecticut, Massachusetts, and Rhode Island, and for the Territories, there will be entered, in lieu of a list of counties, a list of all divisions established under the provisions of Section 2 (b) of said Rules and Regulations.

2. In column 2, opposite the designation of each area, enter the number representing the population of that area as determined by the Governor. The aggregate of these entries should equal the number representing the population of the State or Territory, as entered in column 2, on line 1, sheet 1. If this aggregate does not equal the population of the State or Territory, the numbers representing the population of the various areas should be scaled up or down proportionately to bring about such equality.

3. The entry to be made in column 3 opposite the designation of each area should be determined as follows: Divide the number entered in column 2 to represent the population of the area under consideration by the number entered in column 2, on line 1, sheet 1, to represent the population of the State or Territory. The resulting quotient will be a decimal, which should be carried out to six places and entered, subject to correction or adjustment, in column 3 opposite the designation of the area under consideration. If, after entering a quotient in column 3 after the designation of each area, the sum of all the quotients is less than 1.000000, an adjustment should be made. To accomplish this adjustment increase by 1 the last (sixth) digit of a sufficient number of the quotients in column 3 to make the sum of all the quotients in that column equal to 1.000000. In doing this, increase first the last (sixth) digit of that quotient the continuation of which beyond six places would be the greatest; next increase the last (sixth) digit of that quotient the continuation of which beyond six places would be the next greatest; and so on until the sum of all the quotients in the column is equal to 1.000000. If the sum of all the quotients in column 3 exceeds 1.000000, or is considerably less than 1.000000, an error in determining one or more of the quotients is indicated, and this error should be eliminated by revising the divisions before undertaking to make an adjustment.

4. In column 4 enter, opposite the designation of each area, the integral (whole number) product obtained by multiplying the number appearing in column 4, on line 1, sheet 1, which represents the adjusted gross quota of the State or Territory, by the decimal entered in column 3 opposite the designation of the area under consideration. If, after entering in column 4, after



the designation of each area, the above-mentioned product, the sum of all such products is not equal to the adjusted gross quota of the State or Territory, an adjustment should be made. To accomplish this adjustment increase by 1 a sufficient number of the above-mentioned products to make the sum of all such products in the column equal to the adjusted gross quota of the State or Territory. In doing this, increase first that product which carried the greatest decimal; next increase that product which carried the next greatest decimal; and so on until the sum of all the products entered in column 4 is equal to the adjusted gross quota of the State or Territory. If the sum of all the products originally entered in column 4 exceeds, or is considerably less than, the adjusted gross quota of the State or Territory, an error in determining one or more of the products is indicated, and this error should be eliminated by revising the multiplications before undertaking to make an adjustment.

5. In columns 5 (a), 5 (b), and 5 (c), opposite the designation of each area, enter the numbers representing the credits due the area for men of classes (a), (b), and (c), respectively, from such area, and in column 5 (d) enter the sum of the entries in columns 5 (a), 5 (b), and 5 (c). The sum of the entries in each of these columns for all of the areas in the State or Territory must equal the number entered on line 1, sheet 1, in the same column. For a definition of classes (a), (b), and (c), see Section 3, Regulations Governing the Apportionment of Quotas and Credits.

6. In column 6, opposite the designation of each area, enter the difference between the number entered in column 4 and the number entered in column 5 (d). When the number entered in column 5 (d) opposite the designation of any area is greater than the number entered opposite the designation of that area in column 4, the latter number will be subtracted from the former, and the resulting number, being an excess of gross credit over gross quota for the area considered, will be distinguished from ordinary entries in column 6 by placing the letter E before the number. The sum of all the entries (exclusive of those preceded by an E) in column 6 should exceed the number entered in column 6, on line 1, sheet 1, which represents the adjusted difference for the State or Territory, by the sum of the numbers preceded by an E.

7. No entry need be made in column 7 unless column 6 when completed carries one or more entries preceded by an E, that is, one or more entries showing that the area to which each pertains has an excess of gross credit over gross quota. When an entry of this kind appears in column 6 opposite the designation of one or more areas, the entries in column 7 will be determined as follows: Opposite the designation of each area for which the entry in column 6 is preceded by an E, draw a horizontal line in column 7 to indicate that no entry pertaining to that area is to be made in column 7. From the number entered in column 2, on line 1, sheet 1, that is, from the number representing the population of the State or Territory, subtract the number representing the aggregate population, as shown in column 2, of the respective areas having an excess of gross credit over gross quota. If the work has been properly completed up to this point, these areas are identified by the letter E preceding the number entered opposite their respective designations in column 6. The difference obtained by means of the subtraction mentioned represents the aggregate population of those areas which have no excess of gross credit over gross quota. Divide the number representing the population of each area having no excess of gross credit over gross quota by the difference obtained as indicated above, that is, by the number representing the aggregate population of all such areas. The resulting quotient will be a decimal which should be carried out to six places and entered in column 7 opposite the designation of the area under



consideration. If, after entering a quotient in column 7 after the designation of each area having no excess of gross credit over gross quota, the sum of all the quotients so entered is less than 1.000000, an adjustment should be made. To accomplish this adjustment increase by 1 the last (sixth) digit of a sufficient number of quotients in column 7 to make the sum of all the quotients in that column equal to 1.000000. In doing this, increase first the last (sixth) digit of that quotient the continuation of which beyond six places would be the greatest; next increase the last (sixth) digit of that quotient the continuation of which beyond six places would be the next greatest; and so on until the sum of all the quotients in the column is equal to 1.000000. If the sum of all the quotients in column 7 exceeds 1.000000, or is considerably less than 1.000000, an error in determining one or more of the quotients is indicated, and this error should be eliminated by revising the divisions before undertaking to make an adjustment.

8. No entry need be made in column 8 unless entries necessarily have been made in column 7. In such case, a horizontal line will be drawn in column 8 opposite the designation of each area having an excess of gross credit over gross quota. The entries to be made in column 8 opposite the designations of the remaining areas will be determined as follows: Determine the sum of the excess of gross credits over gross quotas, that is, the sum of those numbers in column 6 preceded by an E. Enter opposite the designation of each area having no excess of gross credit over gross quota the integral (whole number) product obtained by multiplying the number representing the sum last mentioned by the decimal entered in column 7 opposite the designation of the area under consideration. If, after entering the above-mentioned product in column 8 after the designation of each area having no excess of gross credit over gross quota, the sum of all such products is not equal to the aggregate excess of gross credits over gross quotas, an adjustment must be made. To accomplish this adjustment, increase by 1 a sufficient number of the above-mentioned products to make the sum of all such products in the column equal to the aggregate excess of gross credits over gross quotas. In doing this increase first that product which carried the greatest decimal; next increase that product which carried the next greatest decimal; and so on until the sum of all the products entered in column 8 is equal to the aggregate excess of gross credits over gross quotas as entered in column 6.

9. The entry to be made in column 9 opposite the designation of each area will be determined as follows: If no entries have been made in columns 7 and 8, enter in column 9, opposite the designation of each area, the number theretofore entered in column 6 opposite the designation of that area. If entries have been made in column 8 enter a zero in column 9 opposite the designation of each area having an excess of gross credit over gross quota indicated in column 6. For each of the other areas enter in column 9 the difference obtained by subtracting from the difference (column 6) for that area the number entered in column 8 after the designation of that area. The sum of all the entries in column 9 below line 1 on sheet 1 must equal the entry in column 1 on line 1, sheet 1.

FORM No. 301b, P. M. G. O. (See page 14.)

#### INSTRUCTIONS FOR THE USE OF FORM No. 301b, P. M. G. O.

SECTION 1. This form will be used in making so much of each State and Territorial apportionment as is prescribed in the final paragraph of Section 6 of the Regulations Governing the Apportionment of Quotas and Credits, and also in making the apportionment for the District of Columbia.

SEC. 2. A separate sheet of this form will be used for each county or city the *net* quota of which is to be apportioned to divisions as prescribed in the



final paragraph of the above-mentioned Section 6. When one sheet of the form is not sufficient to carry the record of a county or city apportionment, additional sheets will be used. The sheets pertaining to each State or Territorial apportionment will be numbered consecutively, beginning with the number next following that of the last sheet of Form No. 301a pertaining to the same State or Territorial apportionment.

Sec. 3. In connection with State and Territorial apportionments the following rules are to be observed with reference to entries on *line 1* of this form, viz:

1. In column 1 enter the name of the county or city for which the apportionment is to be made.

2. In column 2 enter the number appearing in column 2, opposite the name of the county or city, on the State or Territorial apportionment sheet (Form No. 301a). That number represents the population of the county or city as determined by the Governor.

3. In column 3 enter the number 1,000,000.

4. In column 9 enter the number representing the net quota of the county or city, that is, the net quota (column 9) apportioned to the county or city on the State or Territorial apportionment sheet (Form No. 301a).

5. *On all sheets except the first employed in connection with the apportionment for any particular county or city, line 1 will be left blank.*

6. In connection with the apportionment for the District of Columbia the same rules with reference to entries on line 1 of the form are to be observed, except that the data for the entries in columns 2 and 9 will be obtained from the Federal apportionment sheet.

Sec. 4. The manner of determining entries to be made on lines *other than line 1* of one or more sheets of this form employed in making the apportionment for any particular county or city is set forth in this section.

1. In column 1 enter the designation of each division of the county or city for which a net quota is to be determined.

2. In column 2, opposite the designation of each division, enter the number representing the population of that division as determined by the Governor or the Commissioners, as the case may require. The aggregate of these entries should equal the number representing the population of the county or city as entered in column 2 on line 1 of the first sheet. If this aggregate does not equal the population of the county or city, the numbers representing the population of the various divisions should be scaled up or down proportionately to bring about such equality.

3. The entry to be made in column 3 opposite the designation of each division should be determined as follows: Divide the number entered in column 2 to represent the population of the division under consideration by the number entered in column 2, on line 1 of the first sheet, to represent the population of the county or city. The resulting quotient will be a decimal, which should be carried out to six places and entered, subject to correction or adjustment, in column 3 opposite the designation of the division under consideration. If, after entering a quotient in column 3 after the designation of each division, the sum of all the quotients is less than 1,000,000, an adjustment should be made. To accomplish this adjustment increase by 1 the last (sixth) digit of a sufficient number of the quotients in column 3 to make the sum of all the quotients in that column equal to 1,000,000. In doing this, increase first the last (sixth) digit of that quotient the continuation of which beyond six places would be the greatest; next increase the last (sixth) digit of that quotient the continuation of which beyond six places would be the next greatest; and so on until the sum of all the quotients in the column is equal to 1,000,000. If the sum of all the quotients in column 3 exceeds 1,000,000, or is considerably

less than 1.000000, an error in determining one or more of the quotients is indicated and this error should be eliminated by revising the divisions before undertaking to make an adjustment.

4. In column 9, enter opposite the designation of each division the integral (whole number) product obtained by multiplying the number appearing in column 9, on line 1 of the first sheet, which represents the net quota of the county or city, by the decimal entered in column 3 opposite the designation of the division under consideration. If, after entering in column 9, after the designation of each division, the above-mentioned product, the sum of all such products is not equal to the net quota of the county or city, an adjustment should be made. To accomplish this adjustment increase by 1 a sufficient number of the above-mentioned products to make the sum of all such products in the column equal to the net quota of the county or city. In doing this, increase first that product which carried the greatest decimal; next increase that product which carried the next greatest decimal; and so on until the sum of all the products entered in column 9 is equal to the net quota of such county or city. If the sum of all the products originally entered in column 9 exceeds, or is considerably less than, the net quota of the county or city, an error in determining one or more of the products is indicated, and this error should be eliminated by revising the multiplications before undertaking to make an adjustment.

FORM NO. 302, P. M. G. O.

TO THE LOCAL BOARD.

For <sup>2</sup> \_\_\_\_\_

By virtue of the authority vested in me by regulations prescribed by the President pursuant to an Act of Congress entitled "An Act to authorize the President to increase temporarily the Military Establishment of the United States," approved May 18, 1917, I, \_\_\_\_\_, Governor of the \_\_\_\_\_ of \_\_\_\_\_, acting for and by the direction of the President, do hereby, in accordance with said Act and regulations, notify the Local Board for <sup>2</sup> \_\_\_\_\_ that the net quota to be furnished by said Local Board under a draft for the aggregate number of \_\_\_\_\_ men, ordered by the President on July \_\_\_\_\_, 1917, by virtue of the authority vested in him by said Act of Congress is \_\_\_\_\_ men.

Said Local Board will furnish the net quota so specified, as required by said Act of Congress and rules and regulations prescribed pursuant thereto.

INSTRUCTIONS FOR THE USE OF FORM NO. 302, P. M. G. O.

1. This form will be employed by the Governor of a State or Territory in communicating to each of the several local boards established in such State or Territory the notice required by Section 9 of the Regulations Governing the Apportionment of Quotas and Credits.

2. With proper modifications, this form will be employed by the Commissioners of the District of Columbia in communicating to each of the several local boards established in said District the notice required by said Section 9.

3. In each of the blank spaces marked 3 enter the exact designation, as prescribed in Section 3 of the Rules and Regulations prescribed by the President on June 30, 1917, of the local board for which the notice is intended.

Form No. 301b, P. M. G. O.

Sheet No. ....

	1 AREA.	2 POPULATION.	3 PROPORTION.	9 NET QUOTA.	
1					1
2					2
3					3
4					4
5					5
6					6
7					7
8					8
9					9
10					10
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28					28
29					29
30					30



Form No. 301a, F. M. G. O.					Sheet No. ....							
	1 AREA.	2 POPULA- TION.	3 PROPOR- TION.	4 GROSS QUOTA.	5 CREDITS.				6 DIFFER- ENCE.	7 PROPOR- TION.	8 ADJUST- MENT.	9 NET QUOTA.
					(a)	(b)	(c)	(d)				
1												1
2												2
3												3
4												4
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LOCAL BOARD DIV.  
CITY AND STATE OF N. Y.  
TOWN HALL, BROADWAY,  
FLUSHING, NEW YORK

Form 22.

U.S.  
OFFICE OF PROVOST MARSHAL GENERAL,  
Washington, D. C., July 24, 1917.

## COMPILED RULINGS OF PROVOST MARSHAL GENERAL.

### No. 1.

*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the Selective-Service Law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series beginning with the present compilation, which is No. 1.

E. H. CROWDER,  
*Provost Marshal General.*

#### (a) Correspondence, requisitions, and requests for rulings.

To secure uniformity and to minimize correspondence it is prescribed that all correspondence intended for the Provost Marshal General, all requests for rulings or information concerning the Selective-Service Law, all requisitions for blank forms and supplies, and all questions concerning expenditure be addressed to the office of the governor of the State in which the inquiry or request arises and not to the Provost Marshal General. Such questions as can not be answered at State headquarters should be summarized and forwarded to the office of the Provost Marshal General, by telegram when the necessity for a ruling is urgent and immediate; in other cases, by mail.

#### (b) Registration to be accomplished by local boards.

Local boards are required by regulation to continue the functions of registration boards. Local boards will therefore accomplish the registration of persons who for any reason have not been registered on or since June 5. See section 8, Regulations for Local Boards, and section 40, Registration Regulations.

#### (c) Lost registration certificates.

When registration certificates are lost, copies may not be furnished, but the proper local board may furnish a statement showing the date and place of registration, red ink serial number of registration card, and order of call.

**(d) Mailed registration cards which have not reached destination.**

Where persons have attempted to register by mail and it appears that their registration cards have not reached their destination, they should promptly cause themselves to be registered.

**(e) Persons who have registered in the wrong jurisdiction.**

Where a person through error is registered in a jurisdiction not that of his home, he may apply to have his examination transferred as provided by section 29, Regulations for Local Boards, but if not exempted or discharged he will be called for military service by the board which has jurisdiction of his registration card.

**(f) Registration of recently arrived aliens.**

Persons not citizens of the United States who have entered the United States for the first time since June 5 are not subject to registration.

**(g) Local boards may sit outside territorial jurisdiction in certain cases.**

In cities and counties for which there are more than one local board, the boards may hold their sessions in a central building such as a courthouse or city hall, although such building may not be in the technical territorial jurisdiction of the boards, *if such place is convenient for the persons whose cards are within the jurisdiction of the boards.*

**(h) Double or multiple registration in same jurisdiction.**

Whenever a local board discovers that the same person has two or more registration cards in the jurisdiction of the local board, the case will be reported and all cards forwarded to The Adjutant General as provided in section 9 of the Regulations for Determining the Order of Call (Form 500), and The Adjutant General shall, after verification of the fact of double or multiple registration by reference to the lists in his possession, determine by lot which of the two numbers shall be continued and shall cancel the other and return the uncanceled card to the board with instructions to correct its lists accordingly.

**(i) Cancellation of registration of person not subject to registration.**

Wherever a claim shall be made to a local board that, through error or fraud, a person is registered who is not subject to registration, the board shall require the person to submit his claim in writing, together with such proof as he may care to submit, and shall forward the claim and the proof to the adjutant general of the State, who shall examine the proof, and, if he is of the opinion that the person was not subject to registration, shall direct the local board to cancel the registration and amend its lists accordingly.

**(k) Voluntary enlistment of drafted men.**

Registered men may continue to enlist until their names are posted as called for military service, as provided in section 15 of the Regulations for Local Boards (as amended).

**PROCEDURE OF LOCAL BOARDS.**

**(1) No oral argument or appearance by attorney.**

Local boards will not permit applicants to appear by attorney, nor will they hear oral argument or receive written legal briefs.



**(m) Legal questions.**

Cases of doubt on legal questions will be stated in the form of an inquiry and forwarded to the governor. In formulating such questions, the local boards may consult with the county or city attorney.

**(n) Proof by affidavit, but board on its own motion may investigate truth of affidavit.**

The regulations prescribe that proof of the various claims shall be made by affidavits of a specific tenor. Also in section 17, a, c, d, e, and f and in section 20, a, b, and i, it is prescribed that applicants may make "presentation by affidavits of such other evidence as may be required in the opinion of the local board to substantiate such claim." These provisions are intended to expedite proceedings by restricting the presentation of proof by claimants as much as possible to affidavits. Local boards should bear in mind that their procedure is not controversial. On information brought to their attention by claims and affidavits, they are to investigate the merits of each claim. But no person has a vested right to appear personally before a board and urge a claim by argument or to submit other than proof by affidavit of claims to the board. Ordinarily the board should act on the case as presented by the claim and the supporting affidavits; but where the board is not satisfied with the evidence presented it may investigate the facts stated in the affidavits by interrogating the affiants or other persons.

**(o) Boards not to make exemptions or discharges in cases where less than the evidence required by regulations is submitted.**

The regulations require as a prerequisite to exemption or discharge a certain specific number of affidavits of a specific tenor. In the absence of the required number of affidavits of the required substance, local boards may *not* exempt or discharge. In the presence of such proof boards may exempt or discharge if the proof, in the opinion of the board, substantiates the claim. If the board is dissatisfied with the amount or quality of proof, but is still of the opinion that the claim may be meritorious, it may call for further evidence, as outlined in the section (m) hereof, or if the proof, though apparently sufficient is not believed by the board, it may make further investigation, as outlined in the section (m) hereof. *In short, in the absence of the proof required by the regulations the board may not exempt or discharge; in the presence of the required proof the board may exempt or discharge if it thinks that the proof submitted, and such other proof as it may call for or obtain, substantiates the claim, and not otherwise.*

**(p) Minutes of reasons for disallowing claim.**

When a local board disallows a claim for exemption or discharge and files with the district board, under section 20, the papers concerning the claim, it shall also file therewith a minute of its reasons for disallowing the claim.

**(q) Employment of examining physicians.**

The physician member of the board is the examining physician, except where additional physicians are necessary. Where such is the case the board should nominate the physician or physicians that it desires to engage to the governor, who may designate the physician or physicians so nominated or others in lieu thereof. The designation

by the governor should be in writing and should be addressed to the physician, in care of the board. After having been once so designated by the governor, the physician may be employed by the board as occasion for his use arises. Such extra physicians are not members of the board, and need take no oath. Nor is it necessary that they reside in the area over which the board has jurisdiction. Section 15 of the regulations prescribes the number of examining physicians that may be compensated: Where additional uncompensated service may be had, additional physicians may be employed if they are nominated by the board to the governor and by the governor designated to perform the service.

- (r) **Local board may hold adjourned sessions in different towns where desirable.**

In cases where the territorial jurisdiction of the board is large or where convenience will be served thereby, local boards may hold sessions in such different places in their jurisdiction as will best accommodate the convenience of persons who are to appear before them.

- (s) **Officers and other persons in Federal or State service.**

The following ruling governing the status of officers in contemplation of the Regulations for Local and District Boards is to be followed in passing upon claims for exemption or for discharge under section 4 of the act of May 18, and sections 18 and 20 of the Regulations for Local and District Boards.

## I. FEDERAL SERVICE.

**SECTION 1. Exemptions (Regulation No. 18, p. 24).**—The exemptions extend to all the positions listed below. (In the executive branch they include all positions the appointments to which require confirmation by the Senate. In the legislative branch they include all positions filled by direct election by either House of Congress. In the judicial branch they include all positions filled by direct appointment by the court.)

### **SEC. 2. A. Executive offices:**

1. *Executive Mansion.*—Secretary to the President.
2. *Department of State.*—Secretary of State, Counselor for the Department of State, the Assistant Secretary of State, Second Assistant Secretary of State, Third Assistant Secretary of State, Solicitor, Ambassador, Minister, Diplomatic Agent, Consul General, Consul.
3. *Treasury Department.*—Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Deputy Assistant Treasurer, Commissioner of Internal Revenue, Comptroller of the Treasury, Assistant Comptroller of the Treasury, Comptroller of the Currency, Surgeon General Public Health Service, Captain Commandant of the Coast Guard of the United States, Director of the Mint, Register of the Treasury, Assistant Register of the Treasury, Auditors for Departments, Assistant Treasurers, Collectors of Customs, Surveyors of Customs, General Appraisers of Merchandise, Appraisers of Merchandise, Assistant Appraisers of Merchandise, Special Examiners of Drugs, Medicines, and Chemicals, Collectors of Internal Revenue, Mint and Assay Officers, Federal Farm Loan Board.



4. *War Department*.—Secretary of War, Assistant Secretary of War, Board of Ordnance and Fortifications, Mississippi River Commission, and all persons in the military service (as already defined in sec. 18, par. *d*, of Regulations for Local and District Boards).

5. *Department of Justice*.—Attorney General, Assistant to the Attorney General, Assistant Attorneys General, Solicitor General, Solicitors for the Several Departments, Assistant Solicitors.

6. *Post Office Department*.—Postmaster General, Assistant Postmasters General, Purchasing Agent, Postmasters at offices of the first, second, and third classes.

7. *Navy Department*.—Secretary of the Navy, Assistant Secretary of the Navy, and all persons in the naval service (as already defined in section 18, paragraph *d*, of Regulations for Local and District Boards).

8. *Department of the Interior*.—Secretary of the Interior, First Assistant Secretary of the Interior, Assistant Secretary of the Interior, Commissioner of the General Land Office, Assistant Commissioner of the General Land Office, Recorder of the General Land Office, Commissioner of Indian Affairs, Assistant Commissioner of Indian Affairs, Commissioner of Pensions, Deputy Commissioner of Pensions, Commissioner of Patents, First Assistant Commissioner of Patents, Assistant Commissioner of Patents, Examiners in Chief in the Patent Office, Commissioner of Education, Director of the Geological Survey, Director of the Bureau of Mines, Recorder of Deeds, Register of Wills, Registers of Land Office, Receivers of Public Moneys, Surveyors General, Governor of Alaska, Governor and Secretary of Hawaii, Superintendent for Five Civilized Tribes.

9. *Department of Agriculture*.—Secretary of Agriculture, Assistant Secretary of Agriculture, Chief of the Weather Bureau.

10. *Department of Commerce*.—Secretary of Commerce, Assistant Secretary of Commerce, Director of the Census, Chief of Bureau of Foreign and Domestic Commerce, Assistant Chief of Bureau of Foreign and Domestic Commerce, Director of the Bureau of Standards, Commissioner of Fish and Fisheries, Superintendent of the Coast and Geodetic Survey, Commissioner of Navigation, Supervising Inspector General Steamboat-Inspection Service, District Supervising Inspectors Steamboat-Inspection Service; Coast and Geodetic Survey: Hydrographic and geodetic engineers, junior hydrographic and geodetic engineers, aids.

11. *Department of Labor*.—Secretary of Labor, Commissioner General of Immigration, Commissioner of Labor Statistics, Chief of Children's Bureau, Commissioners of Immigration at the ports.

12. *Presidential boards*.—Board of Mediation and Conciliation, Commission of Fine Arts, Geographic Board, National Advisory Committee for Aeronautics.

13. *Interstate Commerce Commission*.—Commissioners.

14. *Civil Service Commission*.—Commissioners (including President).

15. *Federal Reserve Board*.—Governor, Vice Governor, and Members.

16. *Federal Trade Commission*.—Chairman, Vice Chairman, and Commissioners.

17. *Panama Canal*.—Governor, Engineer of Maintenance, Engineer of Terminal Construction, Chief Health Officer.



- 18. *Smithsonian Institution*.—Secretary.
- 19. *Government Printing Office*.—Public Printer.
- 20. *National Homes for Disabled Volunteers*.—President of Board, General Treasurer, Inspector General, and Governors of Branches.
- 21. *Pan American Union*.—Director General.

Sec. 3. B. *Legislative offices*:

- 1. *Congress*
  - Senate*.—Vice President of the United States, Senators, Secretary, Sergeant at Arms, Chaplain.
  - House*.—Representatives, Territorial Delegates, Resident Commissioners, Clerk, Doorkeeper, Sergeant at Arms, Postmaster, Chaplain, Superintendent of Capitol.
- 2. *Library of Congress*.—Librarian, Superintendent of Buildings and Grounds.

SEC. 4. C. *Judicial offices*:

- 1. *Supreme Court*.—Chief and Associate Justices, clerk, marshal, reporter.
- 2. *Court of Claims*.—Chief Justice, Judges, chief and assistant clerk, auditor, bailiff.
- 3. *Court of Customs Appeals*.—Presiding and Associate Judges, clerk, marshal.
- 4. *Circuit Courts of Appeals*.—Circuit Judges, clerks, attorneys, marshals.
- 5. *District Courts*.—Judges, clerks, attorneys, marshals.

SEC. 5. *Discharge (Regulations No. 20, p. 29)*.—All persons holding other Federal positions than the above must apply for discharge under Regulations, section 20, paragraph *e*, as "persons employed in the service of the United States designated by the President to be discharged;" or under section 20 *b*, as "customhouse clerks;" or under section 20 *c*, as "persons employed in the transmission of the mails;" or under section 20 *d*, as "artificers, etc., employed in the armories, etc."

## II. STATE, TERRITORIAL, AND DISTRICT OF COLUMBIA SERVICE.

**Exemptions** (*Regulations No. 18, p. 24*).—The exemptions extend to the following offices:

SEC. 6. 1. *Supreme offices*.—Governor, members of the Supreme (i. e., highest) Court, members of the Appellate (i. e., intermediate revisory) Court, members of both branches of the legislature.

SEC. 7. 2. *Superior offices*.—(1) All offices, other than the above, filled by popular election for the entire State, and (2) all offices filled by appointment by the governor or by the legislature or by the supreme and appellate courts, for the entire State, and having no intermediate superior between them and the appointing power.

As an example of the kinds of positions which would fulfill ordinarily one or the other of these requirements, the following list will serve as a guide: Attorney general, auditor, commissioner of health, commissioner of public utilities, commissioner of prisons, commissioner of insurance, commissioner of forestry, commissioner of labor, commissioner of railroads, commissioner of workmen's compensation,

librarian, lieutenant governor, printer, superintendent of public instruction, treasurer.

*Further requirements.*—But positions in this class 2 must also fulfill the following requirements: (a) They must form the principal occupation of the incumbent, requiring the substance of his daily work and time; and (b) they must be performed by regular attendance at a building or room furnished by the State, Territory, or District of Columbia.

SEC. 8. **Discharge** (*Regulations No. 20, p. 29*).—All persons holding in a State, Territory, or District of Columbia, other positions than the above must apply for discharge under Regulations, section 20, paragraph a, as “county and municipal officers” if this description applies to them. If it does not apply, their positions are not within the class for whom either exemption or discharge is authorized.



Form 24.

OFFICE OF PROVOST MARSHAL GENERAL, *Bureau*  
Washington, D. C., July 30, 1917.

## COMPILED RULINGS OF PROVOST MARSHAL GENERAL.

No. 2.

*To governors, adjutants general, and  
members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the Selective-Service Law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series of which the present compilation is No. 2.

E. H. CROWDER,  
Provost Marshal General.

### (a) Resignations from local boards.

Ample time and opportunity has now been allowed to persons designated as members of local boards to present any reasons they may have for not serving as such. It is indispensable that the personnel of these boards be permanent. By section 6 of the selective service law persons designated to perform this service are as effectively drafted for this duty as are the registrants who are to be selected for military service. In the future members of local boards will be excused from performing this service only for the most urgent reasons approved by the governor of their State. It is requested that the governor closely scrutinize each case presented to him and that he recommend the excuse of members of local boards only in cases of great hardship. Unless the governor believes that the excuse presented is valid, substantial, and controlling the attention of the person should be directed to section 6 of the law, and in case of further refusal to serve the case should be reported to the nearest representative of the Federal Department of Justice. These instructions do not apply of course to members of boards who are to be removed under instructions from the War Department.

### (b) Dockets of local boards.

Local boards must keep a complete docket of every case called. The case number shall be the order number of the person called. There shall be noted on the docket every action that is taken in respect of the case. Printed docket sheets will be distributed within the next week. In the meantime, local boards should keep the data for entry in their docket on memorandum sheets for each case.

**(c) Number of persons to be called by local boards.**

No board can receive final credit on its quota for any selected man until word has been received from the military authorities at the rendezvous or mobilization camp that the man has been accepted into the military service of the United States. Some men passed by the local board will be exempted or discharged on appeal by the district board and some will be discharged for industrial reasons by the district board. Some will be rejected at mobilization camps. The number of persons passed by local boards who will be discharged by district boards or at mobilization camps is tentatively estimated at about 10 per cent of those passed by the local board. Therefore local boards should continue to call men up for examination until they have apparently filled their quota with 10 per cent additional.

Local boards have been ordered to call 200 per cent of their quota for examination. By the seventh day after this call is sent out, all claims for exemption and discharge by men called will be filed in the local board. By examining the number and character of these claims and by considering the number of persons rejected physically the board can roughly estimate the number of men that it will be necessary to call to fill their quotas. Immediately after making this estimate, the board should send out a new call computed on the experience of the first call. This new call should be for enough men to complete 110 per cent of the quota.

**(d) Permits for passports.**

The State Department issues passports to persons subject to draft only when the application is accompanied by a permit by the Provost Marshal General to leave the country. Until August 5 applications for permits will continue to be made to this office, but after that date such applications shall be made to local boards. If the board is of the opinion that the application is meritorious, it will immediately call the applicant for military service as prescribed by regulations and will examine him physically and receive claims of exemption or discharge made by or in respect of him in the local board. It will take waivers from the applicant of the periods of time prescribed by regulations for notice and for filing claims and will certify the case to the district board, by letter and not on Form 146, together with the application for permit. The district board will hear any appeal or claim for discharge that may be filed in the case, will take waivers of the periods of time prescribed by regulations for notice and for filing claims, and will make its decision with the greatest possible expedition. If the applicant is exempted or discharged, the district board will issue the permit, stating therein that the person has been exempted or discharged, and that the War Department has no objection to the issue of a passport. If the applicant is held for military service, the district board will refuse the permit unless the district board is convinced that the absence will be merely temporary, and that the applicant's order number is so far down the list that he could not be included in the present draft. If the board is so convinced, it may still issue the permit, but the board will require from the applicant a signed statement of his address while absent, and that he understands his obligations under the law and an engagement to keep himself informed of his proximity to call and to return on call by the local board. If the applicant is held for military service, the



district board will not certify the case to the Adjutant General, but will return the papers to the local board, which will keep such papers in a separate file and will certify them to the district board on Form 146 when the order of call of the person so held is reached on the docket of the local board.

**(e) Permits to go to Canada.**

No passport is required by the State Department to go to Canada, but persons subject to draft who attempt to cross the line are often subjected to delay while their cases are investigated. To obviate this delay, permits to go to Canada temporarily may be issued in proper cases. When any registered person desires to go to Canada temporarily, he may apply to his local board for a permit. The local board will consider the application, and if the person is not likely to be called within the period of the proposed absence, or if the board is otherwise assured that favorable action will not result in evasion of or interference with the execution of the law, the local board will take from the applicant a statement of his address while absent, that he understands his obligation, and an agreement to keep himself informed of any call that may be made upon him and to return immediately upon call. Thereupon, the local board may issue a permit to go to Canada for a definite time stated in the permit or to visit Canada during a definite time stated in the permit.

**(f) Service in Red Cross.**

Service in Red Cross ambulance companies is not military service within the meaning of the law and is not a valid claim for exemption or discharge.

**(g) Physical examination before day called.**

If a local board elects to do so and a person called for physical examination desires to have himself examined before the day set in his call, the board may accomplish such physical examination before the day so set. But this procedure shall not abridge the time prescribed in regulations within which claims of exemption or discharge may be filed.

**(h) Persons registered in two jurisdictions.**

Section 30 prescribes the method by which a person registered in two jurisdictions may have one registration canceled, but that section is not to be construed as authorizing him to choose. There is only one proper registration and that is the one at his domicile. It is only registrations at other places that can be canceled under section 30. If no move is made to cause such cancellation the person must answer to the board that first calls him.

**(i) Medical students.**

There is no provision in the law under which medical students can be exempted or discharged.

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Form 26.

OFFICE OF PROVOST MARSHAL GENERAL,  
*Washington, D. C., August 1, 1917.*

**COMPILED RULINGS OF PROVOST MARSHAL GENERAL.**

**No. 3.**

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*To governors, adjutants general, and  
members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the Selective-Service Law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series of which the present compilation is No. 3.

E. H. CROWDER,  
*Provost Marshal General.*

## I. DUTIES OF DISTRICT BOARDS.

### (a) ORIGINAL JURISDICTION OF CLAIMS FOR DISCHARGE ON INDUSTRIAL REASONS.

To district boards will be entrusted the solution of one of the most vital problems of the war. Two things are to be accomplished—to raise armies; to maintain industries. As the war proceeds more and more men will be required for the battle line, and yet there are certain industries that must be maintained to the end. Any considerable diminution of man power must interfere to some extent with industry. The diminution must be made, and hence it is self-evident that the problem is not absolutely to prevent interference with industry, for that is impossible; it is to reduce interference to a minimum. A balance must be struck and maintained between the military and the industrial needs of the Nation, and the necessary sacrifice must be distributed with scientific accuracy and in such a way as to accomplish both purposes of the Nation. The very statement of the problem demonstrates most forcibly that in making this economic balance it is the *interest of the Nation solely that must be subserved*; that the interest of individuals or associations of individuals can not be considered as such, and, indeed, *can only benefit from the action of district boards where the individual interest happens to coincide with the interest of the Nation*, and, furthermore, that the *success of the Nation's military operations is the dominant object*, to which the conservation of certain industries is related as *one means to that end*.

The question in an individual case is, then, always twofold:

(1) Is the *industry* in question *necessary to the maintenance of the Military Establishment or the effective operation of the military forces or the maintenance of the national interest during the emergency?*

(2) Does the person by or in respect of whom the discharge is claimed occupy such a status in respect of such a **necessary industry**, that his place could not be filled by another without **direct, substantial, material** loss and detriment to the **adequate and effective** operation of the particular enterprise?

There may be cases where, in thoughtlessness or design, discharges will be claimed on circumstances that raise a question of **private loss or hardship**, rather than of **national necessity**. Such cases are without the power of district boards to relieve and it is only necessary to ask "Is this case so far within the national necessity that this man should be relieved of service and another man, whose time would not otherwise have come, should be asked to offer his **life** in order that this man or some other in respect of him shall save the **material benefit** thus claimed?"

### (b) GOVERNMENT APPEALS FROM LOCAL BOARDS.

#### 1. *Dependency cases*—

The principal grounds for exemption or discharge in the local boards is that of dependency. These cases should unquestionably

be passed upon by the local boards where more or less complete information of the circumstances of each is available, and this arrangement would doubtless be sufficient and ideal save for the single consideration that, with 4,557 local boards, there are certain to be some decisions that will fall far outside the uniform result to be expected from the application of the President's regulations. Since all of the 10,000,000 registrants stand on an equality of obligation and duty, the execution of the law ought to be accomplished with absolute uniformity throughout the Nation. There is only one method of accomplishing this and that is by providing for central boards which shall standardize the result of the labors of local boards. To accomplish this section 27 of the Regulations provides for an automatic appeal to the district board of all cases of discharge by local boards on the ground of dependency.

It is not expected that district boards will reopen each dependency case in these automatic appeals, but it is intended that each case be scanned with a view to determining whether its result is in consonance with the expression of the principles of the regulations that is found in the rulings of this office and the decisions of local boards in similar cases throughout the country. Where such is not the case, the decision should be reversed or modified, to the end that the Selective-Service Law may be applied with even justice throughout the Nation.

## 2. *Government appeals in other cases—*

Over and above the interests of the Government as such, there is a substantial measure in which every registered person and, indeed, every member of the community, has a real interest in each exemption or discharge granted by a local board. Registered men have placed themselves at the disposition of their country. Since the obligation and duty of all was equal, the order in which these men are to be called had to be determined by lot. Once that order is determined, each man has an interest in its maintenance. Whenever, through lack of full information or otherwise, a man is improperly exempted or discharged by a local board other men whose time has not yet come must be called for service.

There should be a method by which such other persons can present facts in their knowledge which indicate that an exemption or discharge by a local board is not in the best interests of the Nation or that it injuriously affects other registered persons.

To this end and to the end that the appeals in dependency cases may be promptly taken, section 27 of the Regulations provides that some person be designated to appeal all discharges or exemptions on the ground of dependency and to appeal particular cases of discharges or exemptions by local boards on other grounds.

This designation has already been made for each local board, or will be made within the next few days.

The person so designated is directed by section 27 of the Regulations to appeal every case of exemption or discharge on the ground of dependency. In other cases he will keep himself informed of the action of local boards in other cases, and, on his initiative, or upon information that may be brought to his attention by other persons, he should appeal other cases of exemption or discharge, when, in his opinion, the best interests of the Government and justice to other registrants make such an appeal desirable.



## II. MISCELLANEOUS RULINGS.

### (c) CLAIMS OF EXEMPTION ON ACCOUNT OF MARRIAGE SINCE JULY 20.

*Question. Can a person married since July 20 base a claim for discharge on that ground?*

*Answer. Marriage is not of itself a valid ground for making claim of discharge.*

A man whose wife is *mainly dependent on his daily labor for support* may claim exemption on that ground. But dependency is a matter of fact. The rule does *not* ask, "Is the husband, *as a matter of law*, liable to support the wife?" It asks, "Is the wife, *as a matter of fact*, mainly dependent on the daily labor of her husband for support?" Only the exemption boards can determine this fact. Where dependency is claimed and the circumstances show a marriage hastily consummated since July 20 by a man whose number is high on the available list the *actual fact of dependency* must be closely scrutinized.

Moreover, by section 6 of the act of May 18, "any person who \* \* \* evades or aids another to evade the requirements of this act" is guilty of a misdemeanor; and local boards are authorized to warn persons who claim discharge on the ground of marriages contracted since the date of the act, that both parties are liable to prosecution under this provision if, in fact, the marriage was contracted solely with the intent to evade the performance of military duty.

### (d) PERSONS WHO HAVE DECLARED THEIR INTENTION TO BECOME CITIZENS.

Where an *alien has declared his intention to become a citizen* more than *two years* ago, and has in the meantime never applied for final papers, such an alien is a declarant under the selective service act, and is therefore amenable to the draft, although it may be true that under the naturalization law such an alien would not have been able to take advantage of his declaration of intention for the purpose of obtaining full citizenship by applying for final papers immediately. The statute applies to those who have declared their intention, and makes no distinction as to whether the declaration of intention is one made within two years or not.

### (e) FIREMEN, POLICEMEN, AND STUDENTS NOT TO BE CONSIDERED AS "ENGAGED IN INDUSTRY."

In order to claim a discharge under the original jurisdiction of a district board, the claimant must show that he is engaged in one of the *industries*, including agriculture, upon which that jurisdiction is based. Questions have been asked whether—

- (a) Firemen,
- (b) Policemen,
- (c) Students in technical schools and colleges can be considered as engaged in such *industries*. None of these classes can be so considered, and therefore there is no statutory authority for claiming or granting discharges in the case of firemen, policemen, or students in technical schools, under the provision of section 44 of the Regulations for Local and District Boards.

OFFICE OF PROVOST MARSHAL GENERAL,  
Washington, D. C., August 4, 1917.

**COMPILED RULINGS OF PROVOST MARSHAL GENERAL.**

**No. 4.**

*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the Selective-Service Law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series beginning with the present compilation, which is No. 4.

E. H. CROWDER,  
*Provost Marshal General.*

**(a) Recent marriages as a ground for discharge under the dependency clause.**

The Selective-Service Law does not require discharges in all cases of technical legal dependency, but only permits discharges where in view of dependency a discharge is advisable. Local boards may well hold that a marriage recently hastily consummated, and especially one consummated by a person after he has been called to present himself for examination to determine his fitness for military service, does not create a status of dependency in which it is advisable to grant a discharge. It is to be expected that local boards will exercise this full discretion in cases where they are convinced that unscrupulous persons have thus violated the principles of the Selective-Service Law in the hope of escaping a duty that is rightly theirs and of passing that duty on to someone else.

**(b) Soldier's pay as affecting dependency.**

A soldier's pay is not less than \$30 a month, and all clothing, subsistence, medical treatment and housing are furnished him. Under the law he may allot any portion of his pay to a dependent. Many soldiers receiving \$30 a month are easily able to allot \$25 monthly to the support of dependents. In case of death in line of duty the Government will pay to the beneficiary designated by the soldier six months pay. Section 4 of the Selective-Service Act provides that those in a status with respect to persons dependent upon them for support which renders their exclusion or discharge *advisable* may be discharged, but it does not *require* that they shall be discharged in all such cases. The discretion of local boards is invoked by this provision, and such boards may well take the facts recited above into consideration in deciding claims for discharge due to dependency, with a view to determining whether, as a matter of fact, the person claiming such discharge will not be in as good or better position to support his dependents after selection for military service than he

was before. If such is the case, of course, the discharge should not be granted.

**(c) Record of physical examination.**

Sections 24 and 26, Regulations for Local and District Boards, require Form 14, record of physical examination, to be transmitted to district boards in certain cases. It is an imperative necessity that one copy of this record, in the case of each man examined, be kept in the possession of local boards until the person is actually posted to the colors. Therefore, please notify local boards at once that whenever the report of physical examination is required to be sent to district boards, the local board shall make and retain a certified copy of this report.

**(d) Mode of disposing of claims for temporary discharge where drafted men are needed to harvest crops.**

Under Presidential Regulations, section 45, providing that certificates of discharge on ground of industrial necessity may be temporary only, attention is called to the needlessness of using such certificates (Form 162) for men whose services are required in gathering the fall crops. Such necessity may be imperative, but is only temporary.

Its termination will vary in the various regions and for the different crops, but can hardly continue beyond the third or fourth week of September, even in the most northerly latitudes.

Under supplementary regulations soon to be issued covering the procedure of mobilization into cantonments, and carrying out the announcement of Presidential Regulations, section 48, last paragraph, the notice to persons accepted for service will not specify a fixed date for individuals to report for duty, but will leave this date to be later fixed. The Adjutant General will notify each local board to summon, say, 20 per cent of its quota for a certain date, another percentage for a later date, and so on. Each local board will select the individuals who shall form the successive contingents thus to be called.

The local board will have received from the district board (see below) a list of the men who have presented claims for temporary discharge on the ground of necessity to gather crops. Certificates of discharge will not have been issued in such case; but the local board, on examining the papers concerning such claims, will be enabled, if it deems fit, to class those individuals in the contingent to be summoned at one of the later dates fixed by The Adjutant General.

Thus the temporary need of leaving those men at the crop work will be satisfied without complicating or diminishing the quota accounts by carrying those men as discharged temporarily.

For this reason it is recommended that certificates of temporary discharge be not given on the ground of crop work, unless in exceptional cases.

District boards, however, are instructed to list the persons claiming temporary discharge on the above ground, and to certify them to the respective local boards, with a note showing the above claim to have been made and disallowed; so that the local board will thus



be supplied with the information needed by them in postponing such men to later calls in the manner above described.

**(e) Correspondence rules of the Provost Marshal General's office.**

1. This office controls, through a system of supervised decentralization, and the cooperation of the governors of the several States, Territories, and the District of Columbia, an administrative machine comprising 4,600 local boards, 160 district boards, and 52 State, Territorial or District headquarters. Under the administration of the system there are 10,000,000 registrants, and more or less directly interested in the registrants are perhaps 50,000,000 people. It is obviously impracticable and impossible to attempt direct correspondence either with the local and district boards or with the individuals who are affected by the system. It would be ineffective, inefficient, and impossible to attempt to do so. Instructions have been given to local and district boards and to governors and adjutants general that this office will answer no correspondence from individuals concerning the execution of the Selective-Service Law and that it will not answer inquiries coming here direct from local and district boards.

2. There is another reason why this office can give no opinion direct to individuals concerning the circumstances of individual cases or make rulings at the instance of an individual writing here direct on any phase of the selective-service law. The law places the determination of individual cases within the exclusive jurisdiction of local and district boards. For this office to attempt to make rulings on individual cases, on ex parte statements, and in the absence of the complete information that is accessible to the proper board, would be subversive of the law and would be an invasion of the jurisdiction of boards. Such rulings might be used to embarrass the function of these boards. For these reasons direct answers to such inquiries are impracticable and inadvisable.

However, it is desired to render the execution of the selective service law uniform and consistent throughout the United States. It is, further, the purpose of this office to disseminate in the promptest manner and to the widest possible extent information and rulings concerning this law. To this end it is desired to make each local and district board a center of information for the community over which it has jurisdiction and to make each State headquarters a center of information for all the local and district boards within the State. To accomplish this purpose, the following rules governing correspondence of this office are announced:

1. Local and district boards must be remitted, for information or instructions of whatever character, to the office of the governor of their State.

2. Individuals must be remitted, for information, to their local or district board.

3. Local and district boards will honor proper requests for information from individuals. Whenever a local or district board receives a request for information which it can not authoritatively answer it will immediately forward the request to the governor of the State.

4. Whenever the governor of a State is in receipt of a request for information from a local or district board which can not be authoritatively answered the request should be immediately forwarded to the Office of the Provost Marshal General, using the telegraph whenever the request arises from circumstances so urgent as to demand an immediate answer.

5. Whenever a request for information is received from the governor of a State by the Office of the Provost Marshal General an answer will be prepared and returned within 12 hours, and wherever a general ruling results it will be given to the press with a request for nation-wide publication and circulated to every local and district board in the United States by bulletins of compiled rulings which will be issued from the Office of the Provost Marshal General from day to day. In urgent cases such information will be telegraphed to the various governors with a request for immediate distribution to all boards within their States. In urgent individual cases the board from which a particular inquiry arose may be answered by telegraph by the governor of the State immediately upon receipt of the ruling from the Office of the Provost Marshal General.

6. When an individual feels that he has a grievance against a board or other information which he desires to report to higher authority, he should address his letter to State headquarters. All such letters should be forwarded by indorsement, containing recommendation and remark by State headquarters, to this office.

7. There has been designated for each local board a person who is authorized to take appeal on behalf of the Government from any decision of local boards. Whenever any individual has information which leads him to believe that any person has imposed upon a local board and improperly obtained a certificate of exemption or discharge, the person having such information should place it at the disposal of the person designated to take appeal on behalf of the Government in order that the fault may be rectified in the district board.

By this system questions arising either in individual cases or from boards will be answered far more promptly than they would under any system of direct correspondence, and also uniformity and consistency in the execution of the law will be secured and boards will become convenient centers of information, obviating the time and expense that would be lost by individuals if any attempt were made to carry on direct correspondence with this office.



OFFICE OF PROVOST MARSHAL GENERAL,  
Washington, D. C., August 7, 1917.

COMPILED RULINGS OF PROVOST MARSHAL GENERAL.

No. 5.

*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the selective-service law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each local board. These compilations will be numbered in a series, of which the present compilation is No. 5.

E. H. CROWDER,  
*Provost Marshal General.*

(a) Candidates in Reserve Officers' Training Camps.

First. Upon receipt of notice to appear for physical examination before a local board, a candidate in a reserve officers' training camp may procure from his commanding officer a certificate that he has been physically examined by the military authorities and has been found fit for military service. Instead of making personal appearance before the board, he may file the certificate. Upon receipt of such certificate, the local board will record him and thereafter treat him as one called and physically qualified for military service and, if no claim of exemption or discharge, by or in respect of such person is filed, the name will be certified to the district board on Form 146 as that of a person called and not exempted or discharged.

Second. If the candidate is appointed as a commissioned officer *after* he has been ordered to report to a local board for examination *but before* he is called as a drafted man to report to a local board for military duty and for transportation to a mobilization camp, he should obtain from his commanding officer a certificate in duplicate that he has been so appointed. He should forward one such certificate to the local board and forward the other to the adjutant general of the State. In such case, the local board will be given credit on its net quota for one man and should present the certificate of appointment to the mobilization camp in lieu of a drafted man. The adjutant general of the State will give the proper local board credit for one drafted man and will present the other certificate to the Provost Marshal General, at the time of final accounting for net quotas for the State, in lieu of a drafted man.

Third. If the candidate is not commissioned before being ordered to report to his local board for military duty and for transportation to a mobilization camp, then he must so report to his local board unless by orders from the War Department he is authorized to report

for military duty to the commanding officer of a training camp, in which case an official copy of the order will be furnished to the local board and to the adjutant general of the State. Upon receipt of this order, the local board will be credited on its net quota with one drafted man upon presentation of such order in lieu of a drafted man.

Fourth. If a candidate in a reserve officer's training camp is appointed as a commissioned officer *prior to his being called to report to a local board for examination*, he should forward to the local board a certificate of his commanding officer that he has been physically examined and accepted by the military authorities and also the certificate provided for in paragraph D, section 18, together with a claim for exemption based thereon. Upon receipt of these papers, the local board will certify his name to the district board on Form 147 as one who has been called for military service and has been exempted on the ground that he is in the military service of the United States.

**(b) Local boards to publish names of those claiming exemption or discharge with a statement of the ground on which the claim is based.**

The names of all registered men are on a list arranged in the order in which they will be called for military service. Whenever any registered person imposes upon a local board and improperly secures a certificate of exemption or discharge he advances the time of call of all other uncalled persons on the list.

For this reason every registered person and, to some extent, every person in the community is more or less directly interested in seeing that the true facts are brought to the attention of the Government. For every local board a person has been designated who will receive information of such cases and take appeals to the district board or inform the local board.

For this reason the public is entitled to know the grounds upon which claims for exemption or discharge are being asked by registered men.

Local boards should therefore be instructed immediately to make available to the press from day to day the names of persons claiming exemption or discharges, the ground on which such claims are based, and, in general, the number of cases that are being disposed of by the boards from day to day. This instruction does not apply, of course, to discharges on the ground of physical disqualification.

**(c) Voluntary service of aliens.**

Reports reaching this office recently indicate that in some quarters the belief prevails that friendly aliens, who have not declared their intention to become citizens but are ready and willing to serve, are disqualified from entering the military service of the United States, and, therefore, that they must take out first papers before they can be accepted. The qualifications for voluntary enlistment in

time of war are no more restricted for service in the new National Army than for the Regular Army. Such alien nondeclarants are virtually volunteers. The selective-service act provided for their registration; but it did not regard them as being under any liability to serve, and it therefore gave them full liberty to claim exemption when called by local boards. Now that information reveals their willingness in large numbers to decline this exemption and to accept service in this war against the common enemy of our civilization, it should be fully understood that their service is heartily welcomed, and they should be accepted whenever upon summons they fail to claim their right of exemption.

They are assisting the cause of their own country by aiding the United States to triumph in this war. The more of them that enter the service the better, for in this way will be removed the cause of dissatisfaction heard in some quarters that, although the quota was based on total population, including aliens, the actual draft reached only citizens and declarants.

Local boards are directed to facilitate in every way the acceptance of friendly alien nondeclarants for military service and thus to enable them to do their share to assist the country which has given them a refuge and an honorable living.

**(d) Employment of specialists for physical examination.**

The local board, in making physical examinations, may appoint more than one physician to examine each individual, one examiner reporting upon the eyesight, another upon the hearing, etc. This may well be the case where numerous specialists are available. Nevertheless, each such examiner should unite in signing the certificate for the individual examined.

No other fee than the one named in section 11, paragraph C, page 4, of the regulations for disbursements can be paid to specialists. It is not expected, however, that specialists will be any less liberal than other physicians in rendering their services for the nominal rate specified.

**(e) Persons convicted of a misdemeanor.**

A person convicted of misdemeanor is not entitled to exemption on that ground. If the person called is serving a term, unless the authorities release him, he will be required to serve after the expiration of his term.

**(f) Cases where person called is related to two members of local board.**

Where a person called is related to two members of a local board so as to disqualify them, the affidavits and forms required under section 29 can be altered to suit the case and transfer may be made to an adjoining board to make physical examination and hear claim for discharge or exemption if filed. The affidavit should set up the

carried by them alone is in a position to be distributed for a time among others who are patriotically ready to make in this manner their contribution to military service by setting another man free to enter the Army.

**(C) RULING OF THE SURGEON GENERAL ON REGULATIONS FOR PHYSICAL EXAMINATION.**

The following ruling of the Surgeon General on regulations for physical examination should be observed:

1. Under paragraph 2 (A). No departure from the present standard should be made in the matter of height. In the matter of weight the following additional reductions may be allowed:

- 61 to 63 inches, inclusive—no reduction from present standard.
- 64 to 67 inches, inclusive—5 to 6 pounds.
- 67 to 69 inches, inclusive—7 to 8 pounds.
- 70 to 74 inches, inclusive—9 to 10 pounds.
- Above 75 inches—12 pounds.

A reduction in chest measurement of one-half inch may be allowed in heights of above 68 inches, provided there is no disease of the chest or contained organs.

2. Under paragraph 3—mouth, nose, and fauces. In the case of defective teeth the following may be allowed:

A well-fitting artificial denture (bridge or plate) is allowed to take the place of missing teeth, provided the natural teeth present are sound and serviceable. If dental work will restore the teeth so as to meet requirements of proper mastication, the man should either be accepted or allowed sufficient time to have the necessary work done and enrolled later.

3. Under paragraph 2 (i) the following should be added:

Men may be accepted for the line of the Army when unable with either eye to read correctly all the letters on the 20/40 or 20/100 line, provided that they are able to read some of the letters on the line below.

4. Under the heading "Ears", paragraph 3, eliminate the present paragraph and substitute the following:

Any discharge from the ear. Perforation of tympanum in a dry ear is not disqualifying, provided the hearing is 10/20 or better.



## COMPILED RULINGS OF PROVOST MARSHAL GENERAL.—NO. 7.

*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the selective-service law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series, of which the present compilation is No. 7.

E. H. CROWDER,  
*Provost Marshal General.*

(a) **Resistance to the draft.**

Press reports and other advices received indicate that in one or two widely separated districts, individuals, misinformed as to the purpose of the law and misguided as to its result, are threatening forcible resistance to the draft.

There is nothing to resist at this stage in the execution of the law. All male persons between the ages of 21 and 30, inclusive, have been enrolled for military service. A preliminary call has gone forth to some such persons but the immediate and actual object of this call is merely to provide an opportunity for such persons, or for someone else in respect of them to present to the Government reasons why they should not be finally ordered to report for military duty. If such persons do not appear and present these reasons, they have simply neglected to take advantage of an opportunity that was offered solely for their benefit. The failure of persons to take advantage of this opportunity does not interfere with the raising of the Army, and interests the Government only as punishable crime of omission. If they do not desire to make any such claims or, if for any other reason they fail to appear, their names are automatically posted as having been called and not exempted or discharged. Automatically also, they are inducted into the military service and made subject to military law. Failure to appear merely hastens this automatic process.

When the time allowed for making these claims has elapsed, these persons will be enrolled as in the military service. They will then be ordered to appear as soldiers. From this point on, they will be under the swift and summary procedure of courts-martial. Failure to report for military duty when ordered to do so constitutes desertion. Desertion in time of war is a capital offense. Deserters may be apprehended by either civil or military authority and, after the mandate of the Federal Government has gone forth, the whole strength of the military arm of the Government is available to apprehend deserters, if it is necessary to use such force.

Demonstrations against local boards are simply futile strokes in the air. All the records necessary to hold such persons are already on file at State headquarters and at the National Capital, and since local boards have no occasion to use any force in simply offering a beneficial opportunity to registered persons, there is no field for resistance. If resistance is attempted later when the army seeks to apprehend deserters it will instantly encounter troops of the Federal Government.



**(b) Persons registered and residing in foreign countries.**

A person registered and residing in a foreign country, in a place too far for exacting a journey to the United States, should apply by letter to the local board where he is registered, if known to him, or if not, to the adjutant general of the State, if he has registered as a citizen of any State, or if not, then to the Board of Commissioners of the District of Columbia, inclosing a certificate of the American consul that he is a resident there and that two named physicians are experienced licensed physicians there. The adjutant general of a State, if the application is made to him, or the Board of Commissioners of the District of Columbia, if the application is made to it, shall assign such application to a local board. The local board having jurisdiction, or to which the application has been assigned, shall appoint one of the physicians named to make physical examination and shall appoint the other physician named by the consul to make a reexamination without reference to or regard for the report of the first examiner, in the event that the physician first making the physical examination shall find the person physically deficient and not physically qualified for military service. The local board shall send by mail to the said American consul the aforesaid papers of appointment, together with a copy of the Rules and Regulations prescribed by the President, forms for use in connection with such Rules and Regulations (Form 100), regulations for physical examination, and form of certificate for physical examination. The certificate of examination shall be sworn to by the physician or physicians in accordance with the regulations, before the consul, who shall forward it to the local board to which the registration card has been assigned, together with the claim, if any, of the applicant for exemption or discharge, together with such affidavits as he may care to submit to substantiate same, and also a certificate of identity of the person examined.

The foregoing rule does not apply to places adjacent to the United States reasonably accessible. In such cases the party should apply, as in the above cases, requesting a transfer to a local board in the United States under section 29 of the Regulations.

All registrants must pay their own expenses in complying with the law. Compensation to examining physicians is provided for under disbursing regulations, section 11, paragraph C.

**(c) Method of obtaining addresses of persons who fail to report to local boards.**

Where men called to report to local boards for examination or service have not done so and where the mailed notices are not returned from the post office as undeliverable, local boards may request the postmaster for the address to which such mail has been forwarded. If postmasters refuse to give this information, the case should be reported to State headquarters for reference to the Provost Marshal General, whereupon the Postmaster General has agreed to give specific orders directing that the information be furnished.

**(d) Dependency cases: Duties of local boards.**

Section 2 of the selective-service law exempts no person from military service on the ground of dependency. It only authorizes the President to exclude or discharge from draft "those in a status with respect to persons dependent upon them for support which renders their exclusion or discharge advisable."

The controlling necessity is to raise an army. It is *advisable* to disturb dependents just as little as the necessity of raising an army

will permit. To this end section 18 of the Regulations was compiled carefully and after the most earnest consideration. If experience is to prove that the generous conditions prescribed by section 18, or any abuse of them, will interfere with the raising of an army, then it is no longer *advisable* to discharge so wide a class, and the conditions stated therein will have to be restricted until an *advisable* rule is reached.

Nothing has happened to change the belief that the persons enumerated in section 18 could be discharged without interfering with the raising of an army, but there are indications that *abuses* of section 18 may render its continuance no longer advisable.

Reports are to the effect that, in some districts, as high as 80 per cent of persons called before local boards are filing claims for discharge on the ground of dependent relatives. Such a percentage of claims, when viewed in connection with all available statistics, indicates beyond question that advantage is being taken of the provisions of the law and regulations which were intended to reduce to a minimum the misery at home normally attendant upon war.

There is a moral certainty, in the extravagance of this percentage, that hundreds of unfounded claims are included in these totals.

This state of affairs greatly increases the burden of local boards for, if so high a percentage of registrants claim exemption, only the uncompromising action of local boards can prevent a new regulation on the subject of dependency which shall reduce exemptions for dependency to a far more restricted class and to very necessitous and clearly defined circumstances.

In the absence of a stern repression by local boards of unmeritorious claims this result is inevitable, since any such percentage of exemptions as reports of claims indicate would nullify the law and prevent the raising of an army.

It is thus apparent that the filing of these improper claims will react directly and injuriously on persons whom the present regulations were designed to protect, and that the welfare of persons who have filed bona fide claims under the present generous clauses of the regulations, is seriously imperiled by persons who have filed claims without merit, and that the only protection of persons whose cases are within the meaning of the present rules, lies in the power of local boards to refuse exemption in every doubtful case.

It is true that all cases of discharge on the ground of dependency are appealed by the Government to the district board, but this clause is only inserted to secure uniformity of action. District boards are to examine these cases to discover departures from the law, regulations, and rulings; they will not and can not open every case on its merits. *It is in the local boards alone, therefore, that the solution of the difficulty and the protection of deserving claimants lies.*

(e) **Drafting of members of religious sects.**

Persons considered under paragraph "i" of section 20 of the Regulations will be drafted, will be forwarded to a mobilization camp, will make up a part of the quota from the State and district from whence they come, and will be assigned to duty in a capacity declared by the President to be noncombatant.

(f) **Dependents residing abroad.**

The object of the law permitting a person to be discharged provided he has a person falling within any of the classes designated in subdivision "h," section 20, Rules and Regulations, June 30, dependent

upon him was to prevent such dependents becoming charge upon American people. A dependent residing abroad could not become such a charge. Persons claiming discharge because of such a dependent can not properly be discharged on ground that such discharge is advisable within the meaning of the act of Congress.

**(g) Instructions concerning enlistments after call by local board.**

An erroneous instruction has been sent by the Navy Department to naval recruiting stations to the effect that persons could voluntarily enlist in the Navy after having been called by a local board. The attention of the Navy Department has been called to this error and it is being rectified by telegram to-day. After a person has been called by the board he can not voluntarily enlist in the Military or Naval Service, and such voluntary enlistment will not protect him from the penalty of the law for failure to report to the local board.

**(h) Duties of persons designated to take appeals under section 27 of the Regulations.**

*1. Person designated to take appeals to be placed on mailing list of the governor.*—All rulings, regulations, and instructions from the Provost Marshal General's office or the office of the governor of the State affecting the execution of the selective-service law should be mailed to the person designated to take appeals before each local board. The forms to be used in taking such appeals are Forms 179 and 180. These forms should be furnished to the person designated to take appeals from State headquarters.

*2. To file appeal in every dependency case.*—For the purpose of securing uniformity in the case of local boards, section 27 of the Regulations provides that every discharge granted on the ground of dependency shall be appealed to the district board. District boards will not and can not reopen each one of these cases on its merits but they will examine all cases to insure that there has been no departure from law, regulations, rules, and rulings. Where the person designated to take an appeal has filed with his formal appeal in dependency cases evidence tending to show that the discharge should not have been granted, the district board will, of course, consider the case anew on its merit.

*3. To take appeals in other cases.*—The procedure of local boards is not controversial. They proceed on the individual inquiry as agents of the Government and do not sit as a court to decide between conflicting claims. The person designated to take appeals from their decisions should consider himself as one cooperating with the local board rather than as an attorney appearing before it. In many cases persons in the community will furnish him with information indicating that the local board is being imposed upon by particular claimants. In such cases he should inform the local board where a decision has not been reached and where a decision has been reached he should appeal the case. He should also appeal all other cases in which he thinks that the decision is not in accord with the best interests of the Government or the law, regulations, rule-, and rulings governing the case.

*4. Designation does not carry compensation.*—The designation of the person to take appeals does not carry compensation or the rental of offices. Where the amount of work is great, the governor may authorize clerical assistance, but this expense should be kept down to the requirements of absolute necessity.



Form 36.

OFFICE OF PROVOST MARSHAL GENERAL,  
*Washington, D. C., August 17, 1917.*

**COMPILED RULINGS OF PROVOST MARSHAL GENERAL.**

**No. 8.**

*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the Selective-Service Law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series, of which the present compilation is No. 8.

E. H. CROWDER,  
*Provost Marshal General.*

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**(a) Mariners actually employed on the Great Lakes.**

Section 16 of the Rules and Regulations prescribed by the President June 30, 1917, provides that when a person is notified to appear for physical examination and is unable to appear because of his absence, he may make application to the local board to be examined by another board to be designated in the order to be entered by the local board calling him.

"Mariners" on the Great Lakes have no way of being informed as to the exact port at which the ship will be unloaded, as the destination is changed by orders received after sailing.

In the case therefore of a "mariner" employed on the Great Lakes who because of his absence applies to the local board which has called him to have his physical examination made by another board, an order may be entered within the meaning of the Rules and Regulations designating any local board having jurisdiction in any of the following cities or towns or any division thereof to make such physical examination:

Buffalo, in the State of New York; Erie, in the State of Pennsylvania; Conneaut, Ashtabula, Fairport, Painesville, Cleveland, Lorain, Huron, Toledo, Sandusky, all in the State of Ohio; Detroit, Marquette, Escanaba, in the State of Michigan; Ashland, Superior, Sheboygan, Milwaukee, in the State of Wisconsin; Duluth, Two Harbors, in the State of Minnesota; Chicago, in the State of Illinois; and Gary, in the State of Indiana.

The order entered should state that any local board having jurisdiction in any of the above cities or towns or any division thereof may make the examination instead of stating that any particular board may make the examination.

Any local board so designated shall thereupon take and have jurisdiction to determine whether or not such person shall be held to be physically qualified for military service and shall proceed in the manner specified in the Rules and Regulations and transmit the record to the local board calling the person for service as therein required.

In the event therefore that any local board above designated is called upon to make such physical examination for a "mariner" on the Great Lakes who presents an order for his physical examination, the local board to which the order is presented should make the examination required by the Rules and Regulations and report the same to the local board issuing the order in accordance with the Rules and Regulations of June 30 1917.

The Rules and Regulations do not prescribe what officer of the corporation shall be required to sign Form 129A. Any officer of the corporation may sign the affidavit.

**(b) Members of local and district boards drafted for service.**

Under the provisions of section 6 of the Selective-Service Law, members of local boards are quite as effectively drafted for service as such as are the soldiers who are being selected by them. Their responsibilities are so heavy that it is altogether well that this should be so, and it is well from another standpoint: The execution of the law can not be delayed by refusals based on any but the most urgent reasons of necessity. The President will decline to accept resignations except where they are accompanied by a specific statement of the fact supporting them and the recommendation of the governor. Except in urgent cases resignations and recommendations should not be sent by telegram, since the necessity for specification of reasons makes the telegram too long to be economical. In urgent cases, of course, and in the discretion of the governor, the telegraph may be used.

The great sacrifice that this onerous and practically uncompensated service has imposed upon members of boards is fully realized. It has been borne with scarcely a complaint by 15,000 of the best citizens of the country. This record of sacrifice and efficiency stands as a remarkable and significant manifestation of substantial patriotism, for no more valuable service could have been rendered the Nation in its attempt to organize for war.

**(c) Enlisted Reserve Corps is in military service.**

The Enlisted Reserve Corps is a part of the military service of the United States. Therefore persons who enlist in that corps prior to the posting of their names by a local board under section 15 of the Regulations are exempt from draft under section 18, paragraph *d*, of the Regulations, but such persons must make claim of exemption as prescribed in said paragraph *d*.

**(d) Physical examination: Reduction in weight requirements.**

The Surgeon General amends his regulations governing physical examinations so as to authorize acceptance of men 61 inches high, weighing not less than 110 pounds; 62 inches, same weight; 63 inches, not less than 112 pounds. The Surgeon General also authorizes acceptance of men 64 inches high and over of less than standard weight provided underweight is due to temporary causes and can, *in the opinion of medical examiner, be reasonably explained.*



**(e) Number of persons to be called.**

Reports received concerning a few local boards are to the effect that these boards are proceeding to call throughout the whole list of persons registered, then to certify up only those who claim no exemption, regardless of whether their order of obligation places them within the quota, leaving the claims of exemption undecided or merely formally allowing all of them without discrimination. In effect this course permits volunteering among registrants. This method is illegal and unauthorized. All registrants stand in an equality before the law except as the law decrees an inequality. The law decrees an inequality only where exemption boards, after properly exercising their functions, have granted exemptions or discharges. Furthermore, the method results in calling men for military service out of their order. Local boards should certify those who claim no exemption rapidly, but they should also act on claims for exemption rapidly and within the time prescribed by regulations and certify the cases at once. District boards should also certify promptly to local boards those who claim no exemption, but they should also act promptly on the cases of those who do claim exemption, and especially on the cases of persons whose order of obligation is early. The first 30 per cent of the quota may be composed of men whose cases are decided although the case of persons of prior obligation are still pending in the district board, but great care must be taken by the local board to send no one to military duty whose order of obligation is so late as to make it improbable that he will be within the total quota. By September 19, when the second call is made, there will be enough appealed cases and cases within the exclusive jurisdiction of the district boards decided to make up the second 30 per cent from men whose order of obligation is early and who are hence sure to be within the quota. The same will be true of the 30 per cent to be furnished on October 3. The last 10 per cent must be selected with great care, to be sure that no one in the whole quota is sent for military duty while a selected person with an earlier order of obligation for military service is allowed to remain at home.



Form 38.

OFFICE OF PROVOST MARSHAL GENERAL,  
Washington, D. C., August 21, 1917.

**COMPILED RULINGS OF PROVOST MARSHAL GENERAL.**

**No. 9.**

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*To governors, adjutants general, and  
members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the Selective-Service Law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series of which the present compilation is No. 9.

E. H. CROWDER,  
*Provost Marshal General.*

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**LIST OF OFFICIALS DESIGNATED TO MAKE AFFIDAVITS OF  
NECESSITY OF FEDERAL EMPLOYEES UNDER PRESIDENT'S  
REGULATIONS, SECTION 20, AND EXECUTIVE ORDER OF  
JULY 28, 1917.**

By Executive order of July 25, 1917, the President has directed that all affidavits of necessity required under Regulations, section 70, paragraphs (b), (c), (d), and (e), for securing discharge of Federal employees, conform to the following requirements:

"In the case of a person in the service of a department *within the District of Columbia*, who files with the local board a claim of discharge from the selective draft, the affidavit of the departmental official having direct supervision and control of the branch of the service in which he is employed, as provided for in the above-quoted regulations, will be forwarded to the *Secretary of that department*, accompanied by a memorandum giving sufficient data to enable the Secretary to determine whether or not the case is a proper one for exemption. If, on the information furnished, he deems the case a proper one for exemption by the board, he will indorse the affidavit 'Approved'; if not, 'Disapproved.' In either case, the affidavit will be returned to the official making it, to be filed with the local board as required by the instructions on the back thereof.

"In the case of a person in departmental service *stationed outside of the District of Columbia*, the affidavit of the official having direct supervision of the applicant will be forwarded for approval or disapproval to the official, to be designated by the Secretary of the department, who has jurisdiction or control of the area within which the applicant is stationed at the time, unless the affidavit is originally made by such official.

"In the case of a person in the service of the Interstate Commerce Commission, the Smithsonian Institution, or other commission or board or body not organized directly under one of the 10 executive departments, the same general method will be followed so far as practicable, with a view to reducing the discharges of drafted men to the minimum number consistent with the maintenance of vital national interests during the emergency of war."

Pursuant to the above order, the designations made in the several departments are as follows:

#### TREASURY DEPARTMENT.

The following officials are designated for the respective States and Territories:

Alabama.....	Birmingham.....	Collector of internal revenue.
Alaska.....	Seattle.....	Collector of customs.
Arizona.....	Phoenix.....	Collector of internal revenue.
Arkansas.....	Little Rock.....	Collector of internal revenue.
California.....	San Francisco.....	Collector of customs.
Colorado.....	Denver.....	Collector of internal revenue.
Connecticut.....	Hartford.....	Collector of internal revenue.
Delaware.....	Wilmington.....	Postmaster.
Florida.....	Jacksonville.....	Collector of internal revenue.
Georgia.....	Atlanta.....	Collector of internal revenue.
Hawaii.....	Honolulu.....	Collector of customs.
Idaho.....	Boise.....	Postmaster.
Illinois.....	Chicago.....	Collector of customs.
Indiana.....	Indianapolis.....	Collector of customs.
Iowa.....	Des Moines.....	Collector of customs.
Kansas.....	Wichita.....	Collector of internal revenue.
Kentucky.....	Louisville.....	Collector of customs.
Louisiana.....	New Orleans.....	Collector of customs.
Maine.....	Portland.....	Collector of customs.
Maryland.....	Baltimore.....	Collector of customs.
Massachusetts.....	Boston.....	Collector of customs.
Michigan.....	Detroit.....	Collector of customs.
Minnesota.....	St. Paul.....	Collector of internal revenue.
Mississippi.....	Jackson.....	Postmaster.
Missouri.....	St. Louis.....	Collector of customs.
Montana.....	Helena.....	Collector of internal revenue.
Nebraska.....	Omaha.....	Collector of customs.
Nevada.....	Carson City.....	Postmaster.
New Hampshire.....	Portsmouth.....	Collector of internal revenue.
New Jersey.....	Newark.....	Collector of internal revenue.
New Mexico.....	Albuquerque.....	Postmaster.
New York.....	New York.....	Collector of customs.
North Carolina.....	Raleigh.....	Collector of internal revenue.
North Dakota.....	Fargo.....	Postmaster.
Ohio.....	Cleveland.....	Collector of customs.
Oklahoma.....	Oklahoma City.....	Collector of internal revenue.
Oregon.....	Portland.....	Collector of customs.
Pennsylvania.....	Philadelphia.....	Collector of customs.
Rhode Island.....	Providence.....	Collector of customs.
South Carolina.....	Columbia.....	Collector of internal revenue.
South Dakota.....	Aberdeen.....	Collector of internal revenue.
Tennessee.....	Nashville.....	Collector of internal revenue.
Texas.....	Austin.....	Collector of internal revenue.
Utah.....	Salt Lake City.....	Postmaster.
Vermont.....	St. Albans.....	Collector of customs.
Virginia.....	Richmond.....	Collector of internal revenue.
Washington.....	Seattle.....	Collector of customs.
Wisconsin.....	Milwaukee.....	Collector of customs.
West Virginia.....	Parkersburg.....	Collector of internal revenue.
Wyoming.....	Cheyenne.....	Postmaster.



## DEPARTMENT OF JUSTICE.

The district attorneys of the United States in the respective districts have been designated.

## WAR DEPARTMENT.

The commanding generals of the several departments have been designated as follows:

Northeastern Department, Boston, Mass.  
 Eastern Department, Governors Island, N. Y.  
 Southeastern Department, Charleston, S. C.  
 Southern Department, Fort Sam Houston, Tex.  
 Central Department, Chicago, Ill.  
 Western Department, San Francisco, Cal.

## POST OFFICE DEPARTMENT.

1. The department will not file affidavits for any postmasters. (However, postmasters of the first, second, and third classes are exempted under the law.)

2. Certificates for discharge for military duty must not be filed for any rural carrier, city letter carrier, any substitute, or for post office clerks receiving salaries less than \$1,100 in first-class offices and \$1,000 in second-class offices. Such certificates may be filed for supervisory officials in post offices, mechanics, and post office clerks receiving in excess of the above amounts only when they can not be replaced by other persons without substantial material loss of efficiency in effective and adequate transmission of the mails.

In the case of post office clerks receiving salaries of \$1,100 or more in first-class offices and \$1,000 or more in second-class offices and supervisory officials and mechanics in post offices, the postmaster having supervision over the employee concerned is authorized, in accordance with section 20, paragraph C of the presidential regulations, to make the affidavit.

3. Railway mail clerks will not be certified for exemption, except scheme clerks in division headquarters, chief clerks, and assistant chief clerks, Railway Mail Service, after approval by the department.

In the case of scheme clerks in division headquarters, chief clerks, and assistant chief clerks, Railway Mail Service, the papers in each case will be forwarded to the department by the division superintendent having supervision over the employee concerned, and in such cases where the department approves of a certificate of exemption being filed the affidavit will be made by the division superintendent.

The following list shows the different divisions of the Railway Mail Service and the States comprising them:

First division (comprising New England States).

Second division (comprising New York, New Jersey, Pennsylvania, Delaware, the Eastern Shore of Maryland, Accomac and Northampton Counties, Va., and Porto Rico).

Third division (comprising Maryland, excluding the Eastern Shore), Virginia (excepting Accomac and Northampton Counties), West Virginia, North Carolina, and the District of Columbia.

Fourth division (comprising South Carolina, Georgia, Florida, Alabama, and Tennessee).

Fifth division (comprising Ohio, Indiana, and Kentucky).

Sixth division (comprising Illinois and Iowa).



Seventh division (comprising Missouri and Kansas).  
 Eighth division (comprising California, Nevada, Arizona, Utah, and Hawaii).  
 Ninth division (comprising the main line of the New York Central Railroad between New York, N. Y., and Chicago, Ill., and the lower peninsula of Michigan).  
 Tenth division (comprising Wisconsin, northern peninsula of Michigan, Minnesota, North Dakota, and South Dakota).  
 Eleventh division (comprising Arkansas, Oklahoma, Texas, and New Mexico).  
 Twelfth division (comprising Louisiana and Mississippi).  
 Thirteenth division (comprising Oregon, Washington, Idaho, Montana, and Alaska).  
 Fourteenth division (comprising Nebraska, Colorado, and Wyoming).  
 Fifteenth division (comprising the main lines of the Pennsylvania Railroad system from New York, N. Y., via Pittsburgh, Pa., to Chicago, Ill., and St. Louis, Mo., and collateral lines that may be designated).

4. Affidavits for post-office inspectors who are drafted will be made by the inspector in charge of the division to which the inspector concerned is assigned. The following list shows the different divisions and the States comprising them:

Atlanta division (comprising Florida, Georgia, and South Carolina).  
 Austin division (comprising Louisiana and Texas).  
 Boston division (comprising Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont).  
 Chattanooga division (comprising Alabama, Mississippi, and Tennessee).  
 Chicago division (comprising Illinois, Michigan, and Wisconsin).  
 Cincinnati division (comprising Indiana, Kentucky, and Ohio).  
 Denver division (comprising Colorado, New Mexico, Utah, and Wyoming).  
 Kansas City division (comprising Kansas, the city of Kansas City, Mo., Nebraska, and Oklahoma).  
 New York division (comprising New York).

#### NAVY DEPARTMENT.

Commandants of the several navy yards and naval stations; these are located as follows:

Navy yard, Portsmouth, N. H.  
 Navy yard, Boston, Mass.  
 Naval station, Newport, R. I.  
 Navy yard, New York, N. Y.  
 Navy yard, Philadelphia, Pa.  
 Navy yard, Washington, D. C.  
 Navy yard, Norfolk, Va.  
 Navy yard, Charleston, S. C.  
 Navy yard, Mare Island, Cal.  
 Navy yard, Bremerton, Wash.  
 Naval Academy, Annapolis, Md.  
 Naval station, Port Royal, S. C.  
 Naval station, Key West, Fla.  
 Naval station, New Orleans, La.  
 Naval station, San Francisco, Cal.  
 Naval station, Pearl Harbor, Hawaii.  
 Naval training station, Great Lakes, Ill.  
 Naval aeronautic station, Pensacola, Fla.

#### DEPARTMENT OF THE INTERIOR.

##### RECLAMATION SERVICE:

Frank E. Weymouth, chief of construction, Denver, Colo., as to engineering employees and clerical employees in the engineering branch.  
 Harry Holgate, assistant chief counsel, Denver, Colo., as to legal employees and clerical employees in the legal branch.

##### ALASKA (EMPLOYEES UNDER THE GOVERNMENT):

Such as game wardens and special officers to assist in the suppression of liquor traffic.  
 Gov. John F. A. Strong, Juneau, Alaska.

**ALASKAN ENGINEERING COMMISSION:**

Thomas Riggs, jr., commissioner, Nenana, Alaska.  
 Capt. Frederick Mears, commissioner, Anchorage, Alaska.  
 R. J. Weir, engineer in charge, Seward, Alaska.

Affidavits regarding the commission's employees in Seattle, Wash., are to be submitted to the Secretary of the Interior.

**ALASKA SCHOOL SERVICE UNDER BUREAU OF EDUCATION:**

Mr. William T. Loop, L. C. Smith Building, Seattle, Wash., for employees in the Seattle office of the Alaska division.  
 Mr. Charles W. Hawkesworth, district superintendent of schools, Juneau, Alaska, for employees in the southeastern district of Alaska.  
 Mr. Arthur H. Miller, acting district superintendent of schools, Copper Center, Alaska, for employees in the southwestern district of Alaska.  
 Mr. Walter H. Johnson, district superintendent of schools, St. Michael, Alaska, for employees in the western district of Alaska.  
 Mr. Walter C. Shields, district superintendent of schools, Nome, Alaska, for employees in the northwestern district of Alaska.  
 Mr. George E. Boulter, district superintendent of schools, Tanana, Alaska, for employees in the Upper Yukon district of Alaska.

**BUREAU OF MINES:**

Golden, Colo.: Dr. R. B. Moore, physical chemist in charge of the Golden Experiment Station.

Salt Lake City, Utah: Mr. A. E. Wells, metallurgist in charge of the Salt Lake City Experiment Station.

Seattle, Wash.: Mr. Thomas Varley, superintendent Seattle Experiment Station. Mr. Varley has jurisdiction over the employees located at Corvallis, Oreg., and Moscow, Idaho.

Berkeley, Cal.: Mr. Lionel H. Duschak, chemical engineer in charge of the Berkeley Experiment Station.

Tucson, Ariz.: Mr. Charles E. Van Barneveld, supervising engineer and metallurgist in charge of the Tucson Experiment Station.

Application of employees of the petroleum division of the bureau, located at the San Francisco office and in Oklahoma, to be approved or disapproved by Mr. Chester Naramore, chief petroleum technologist, who is headquartered in Washington.

Applications of employees at the Pittsburgh station of the bureau will be forwarded to Washington for approval or disapproval. This will also apply to the district engineers, employees on mine rescue cars and at mine rescue stations, and various detached employees.

**NATIONAL PARK SERVICE:**

State.	Field office.	Officer recommended.	Address.
Washington.....	Mount Rainier National Park.	D. L. Reaburn, supervisor..	Ashford, Wash.
Oregon.....	Crater Lake National Park..	Alexander Sparrow, supervisor.	Crater Lake, Oreg.
California.....	Yosemite, Sequoia, and General Grant National Parks.	W. B. Lewis, supervisor Yosemite National Park.	Yosemite, Cal.
Montana.....	Glacier National Park.....	Geo. E. Goodwin, civil engineer.	Belton, Mont.
Wyoming.....	Yellowstone National Park..	C. A. Lindsley, acting supervisor.	Yellowstone Park, Wyo.
Colorado.....	Rocky Mountain and Mesa Verde National Parks.	L. C. Way, chief ranger in charge Rocky Mountain National Park.	Estes Park, Colo.
South Dakota.....	Wind Cave National Park..	T. W. Brazell, supervisor....	Hot Springs, S. Dak.
Oklahoma.....	Platt National Park.....	R. A. Sneed, supervisor.....	Sulphur, Okla.
Arkansas.....	Hot Springs Reservation....	W. P. Parks, supervisor.....	Hot Springs, Ark.

**DEPARTMENT OF AGRICULTURE.**

Although a number of officials outside of the District of Columbia have been authorized to *file claims* for employees, nevertheless, only chiefs of bureaus, independent divisions, and independent offices have been authorized to *file the affidavits* of necessity required by the Regulations; and no officials other than the Secretary have been

designated, under the Executive Order, to indorse approval or disapproval of such affidavits. Each case will be presented to the Secretary personally for approval or disapproval. The officials thus authorized to make affidavits (which shall also receive the Secretary's indorsement) are as follows:

**WEATHER BUREAU:**

Charles F. Marvin, chief, or in the absence of the chief, Charles C. Clark, acting chief.

**BUREAU OF ANIMAL INDUSTRY:**

A. D. Melvin, chief, or in the absence of the chief, John R. Mohler, acting chief.

**BUREAU OF PLANT INDUSTRY:**

Wm. A. Taylor, chief, or in the absence of the chief, Karl F. Kellerman, acting chief.

**FOREST SERVICE:**

Albert F. Potter, Acting Forester—the Forester being now absent in France.

**BUREAU OF CHEMISTRY:**

Carl L. Alsberg, chief, or in the absence of the chief, Walter G. Campbell, acting chief.

**BUREAU OF SOILS:**

Milton Whitney, chief, or in the absence of the chief, A. G. Rice, acting chief.

**BUREAU OF ENTOMOLOGY:**

L. O. Howard, chief, or in the absence of the chief, Charles L. Marlatt, acting chief.

**BUREAU OF BIOLOGICAL SURVEY:**

E. W. Nelson, chief, or in the absence of the chief, W. C. Henderson, acting chief.

**DIVISION OF ACCOUNTS AND DISBURSEMENTS:**

A. Zappone, chief, or in the absence of the chief, W. J. Nevius, acting chief.

**DIVISION OF PUBLICATIONS:**

Jos. A. Arnold, chief, or in the absence of the chief, B. D. Stallings, acting chief.

**BUREAU OF CROP ESTIMATES:**

Leon M. Estabrook, chief, or in the absence of the chief, Nat. C. Murray, acting chief.

**LIBRARY:**

Claribel R. Barnett, librarian, or in the absence of the librarian, E. B. Hawks, acting librarian.

**STATES RECLAMATIONS SERVICE:**

A. C. Truc, director, or in the absence of the director, E. W. Allen, acting director.

**OFFICE OF PUBLIC ROADS AND RURAL ENGINEERING:**

Logan W. Page, director, or in the absence of the director, P. St. J. Wilson, acting director.

**BUREAU OF MARKETS:**

C. J. Brand, chief, or in the absence of the chief, H. C. Marshal, acting chief.

**INSECTICIDE AND FUNGICIDE BOARD:**

J. K. Haywood, chairman, or in the absence of the chairman, W. A. Orton, acting chairman.

**OFFICE OF THE SECRETARY:**

R. M. Reese, chief clerk, or in the absence of the chief clerk, Fred C. More, acting chief clerk.

**OFFICE OF THE SOLICITOR:**

Wm. M. Williams, solicitor, or in the absence of the solicitor, R. W. Williams, acting solicitor.

**OFFICE OF THE FARM MANAGEMENT:**

W. J. Spillman, chief, or in the absence of the chief, E. H. Thompson, acting chief.

**DEPARTMENT OF COMMERCE.**

The Secretary of Commerce is not designating anyone to indorse affidavits asking exemption, but is taking up every case in person, and in those cases he approves he will write a personal letter indorsing the application and state his reasons for so doing.

## DEPARTMENT OF LABOR.

## BUREAU OF LABOR STATISTICS:

*Washington, D. C.*—Royal Meeker, commissioner of Labor Statistics, or Ethelbert Stewart, Acting Commissioner of Labor Statistics.

*Field Service.*—No branch offices.

## CHILDREN'S BUREAU:

*Washington, D. C.*—Miss Helen L. Sumner, assistant chief.

*Field Service.*—Chicago, Ill.: Miss Estelle B. Hunter.

## BUREAU OF NATURALIZATION:

*Washington, D. C.*—Richard K. Campbell, Commissioner of Naturalization.

*Field Service.*—

James Farrell, Boston, Mass.—Maine, New Hampshire, Vermont, Massachusetts, Connecticut, and Rhode Island.

C. O'C. Cowley, New York, N. Y.—Northern, eastern, and southern New York, and Hudson County, N. J.

Thomas B. Shoemaker, Philadelphia, Pa.—Eastern and middle districts of Pennsylvania, Delaware, and New Jersey (except Hudson County).

Oran T. Moore, Washington, D. C.—Alabama, District of Columbia, Florida, Georgia, Kentucky (except counties of Campbell, Jefferson, and Kenton), Louisiana, Maryland (except counties of Allegany, Frederick, Garrett, and Washington), Mississippi, North Carolina, South Carolina, Tennessee (except Shelby County), Texas, Virginia, and Porto Rico.

William M. Ragsdale, Pittsburgh, Pa.—Western Pennsylvania, western New York, West Virginia, Ohio; counties of Allegany, Frederick, Garrett, and Washington, Md.; and counties of Campbell and Kenton, Ky.

Merton A. Sturges, Chicago, Ill.—Southern Wisconsin, Indiana, northern Illinois, Jefferson County, Ky.; southern peninsula of Michigan, and Mackinac County, Mich.

Morris R. Bevington, St. Louis, Mo.—Arkansas, Oklahoma, Iowa, Missouri, Nebraska, Kansas; Shelby County, Tenn.; and Southern Illinois.

Robert S. Coleman, St. Paul, Minn.—Minnesota, North Dakota, South Dakota, northern Wisconsin, and northern Peninsula of Michigan (except Mackinac County).

Paul Lee Ellerbe, Denver, Colo.—Colorado, New Mexico, Wyoming, Utah, and the counties of Bannock, Bear Lake, Bingham, Bonneville, Custer, Franklin, Fremont, Jefferson, Lemhi, Madison, Oneida, and Power, Idaho.

George A. Crutchfield, San Francisco, Cal.—Arizona, California, and Nevada.

John Speed Smith, Seattle, Wash.—Washington, Oregon, Montana, and Idaho (except as otherwise assigned).

## BUREAU OF IMMIGRATION:

*Washington, D. C.*—

A. Caminetti, Commissioner General of Immigration.

*Field Service.*—

John J. Clark, Montreal, Canada.—Eastern Canadian seaports and Canadian border east of the easterly line of Montana.

H. J. Skeffington, Boston, Mass.—New England States.

Frederic C. Howe, Ellis Island, New York Harbor.—New York and New Jersey (immigration matters only).

Harry R. Sisson, New York, N. Y.—New York and New Jersey (Chinese matters only).

E. E. Greenawalt, Gloucester City, N. J.—Pennsylvania, Delaware, and West Virginia.

Bertram N. Stemp, Baltimore, Md.—Maryland and the District of Columbia.

W. R. Morton, Norfolk, Va.—Virginia and North Carolina.

Joseph H. Wallis, Jacksonville, Fla.—Georgia, Florida, Alabama, and South Carolina.

John P. Mayo, New Orleans, La.—Louisiana, Mississippi, Arkansas, and Tennessee.

James P. Bryan, Galveston, Tex.—Territory bounded on north and east by the Louisiana-Texas border and the Gulf of Mexico; on west by the westerly boundaries of the following counties in Texas: Shelby, Nacogdoches, Angeline, Polk, San Jacinto, Montgomery, Harris, Fort Bend, Wharton, Jackson, Victoria, Refugio, San Patricio, and Nueces; and on south by the southerly boundary of Nueces County, Tex.

Alfred Hampton, Hot Springs, N. C.—United States mainland, Porto Rico, and Hawaii (in all internment matters).

**BUREAU OF IMMIGRATION—Continued.***Field Service—Continued.*

Arthur J. Fluckey, Cleveland, Ohio.—Ohio and Kentucky.  
 P. L. Prentiss, Chicago, Ill.—Illinois, Indiana, Michigan, and Wisconsin.  
 Charles W. Seaman, Minneapolis, Minn.—Minnesota, North Dakota, and South Dakota.  
 James R. Dunn, St. Louis, Mo.—Missouri, Iowa, eastern Nebraska, eastern Kansas, and eastern Oklahoma.  
 Henry H. Moler, Denver, Colo.—Colorado, Wyoming, Utah, western Nebraska, western Kansas, and western Oklahoma.  
 C. K. Andrews, Helena, Mont.—Montana and Idaho.  
 Henry M. White, Seattle, Wash.—State of Washington, and Canadian border west of the easterly line of Montana.  
 R. F. Bonham, Portland, Oreg.—Oregon.  
 Edward White, San Francisco, Cal.—North California and Nevada.  
 William G. Strench, Ketchikan, Alaska.—Alaska.  
 Lawson E. Evans, San Juan, P. R.—Porto Rico.  
 Richard L. Halsey, Honolulu, Hawaii.—Territory of Hawaii.  
 George J. Harris, El Paso, Tex.—Texas, except as above; New Mexico, Arizona, and southern California.



Form 40.

OFFICE OF PROVOST MARSHAL GENERAL,  
Washington, D. C., August 27, 1917.

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**COMPILED RULINGS OF PROVOST MARSHAL GENERAL.**

**No. 10.**

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*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the selective-service law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series, of which the present compilation is No. 10.

E. H. CROWDER,  
*Provost Marshal General.*

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**(a) APPOINTMENT OF DRAFTED MEN AS OFFICERS OR AS ARMY FIELD CLERKS, AND OTHER SPECIAL ASSIGNMENTS OF DRAFTED MEN.**

Under paragraph "d" of section 18 of the Rules and Regulations for Local District Boards, no person can be exempted on the ground that he is in the military service of the United States if he has not been enlisted, appointed, or engaged in such service prior to the date on which he was called by a local board.

There is no reason, however, why a drafted man can not be commissioned as an officer in the military service of the United States, engaged as an Army field clerk or ordered on special assignment other than to a mobilization camp quite as well from his status as a drafted man as from a status as a civilian or volunteer soldier. In case a registrant is called by a local board while his appointment as an officer or as a field clerk or other special assignment is pending, he should report to his local board and submit to induction into the service in the regular manner as a drafted man. After having been physically examined, he may be appointed, commissioned, or specially assigned from his status as a drafted man and ordered to report to some place other than a mobilization camp for duty. In such case he will be furnished with three official copies of his order to report. He must present to the military authority to whom he reports (a) a copy of his registration certificate; (b) a copy of Form 103 ordering him to report to a local board for physical examination; (c)

the three official copies of his order. The military authority to whom he reports will indorse upon each of the three copies of the order a certificate addressed to the local board to the effect that the man has reported and been accepted for military service, and will forthwith mail the three copies so certified to the local board where designation and address are shown on Form 103. Upon receipt of these three copies the local board will retain one copy and send the other two copies to the mobilization camp in lieu of a drafted man, entering the name on Form 164A, and treating the case in all other pertinent respects precisely as though they were sending a man instead of a voucher for a man. Upon receipt of the orders so indorsed and certified, together with Form 164A in respect of the case, the local board will receive credit on its net quota for one drafted man.

**(b) PREFERMENT OF INDUSTRIES AS PRESCRIBED IN SECTION 44, REGULATIONS.**

In response to inquiries from many district boards the Secretary of War directs that the following information be furnished district boards:

1. The President will not at this time make any determination of what industries are to be considered necessary to the maintenance of the military establishment, the effective operation of the military forces, or the maintenance of the national interest during the emergency for the purpose of preferring those industries as outlined in section 44, regulations. Except for the necessity of seeing to the retention of administrative or mechanical specialists it is not thought that the present draft will so materially affect the gross labor supply of any industry, considered nationally, as to warrant any general adjustment of labor supply in favor of some industries and at the expense of others. For this reason it is not deemed best to make a statement of preferred industries at this time. Such adjustment as may be necessary locally will be made by the district boards after consideration of the industrial situation in their localities.

2. The issue of fact as to whether any industry is engaged in work necessary to the successful operation of the military forces or the maintenance of the military establishment is capable of being determined locally by affidavit proof or inspection by the district board and inquiries by district boards as to whether particular industries are so engaged ought not to be answered by executive departments in Washington.

3. In short, the cases in district boards present local industrial problems which can and ought to be solved by those boards on information available to them in their locality.

**(c) NOTICES NOT REQUIRED TO BE REGISTERED.**

While "Suggestions to local boards," Form 19, mentions registration of mailed notices, the regulations do not require such registration. The regulations supersede the suggestions and notices should not be registered, but should be sent by ordinary mail in all cases. The only registration is that required by section 15, mobilization regulations. Stamps for this purpose should be purchased by State disbursing officers and furnished to local boards.



**(d) MEN WHOSE CASES OR EXAMINATIONS HAVE BEEN TRANSFERRED MAY REPORT TO MOBILIZATION CAMP OF TRANSFER.**

Many men have had their cases or their physical examination transferred under section 29 or section 16 of the regulations to local boards other than those in which their registration cards are held. Under section 29 the case goes up to the district board of the jurisdiction of transfer and from thence on Form 164 to the local board of origin, and under section 16 the case goes up and comes back to the local board of origin in the usual manner. In either case the person is called by the local board of origin on Form 164A to report to it for transportation to a mobilization camp. This is extremely inconvenient in many cases, especially where the registrant actually lives in the jurisdiction of transfer, and yet the local board of origin is entitled to credit on its quota for such men. To cure this situation the following is prescribed:

Upon receipt, from the local board which has his registration card, of an order to report to it for military duty, a person whose case or examination has been transferred under the provisions of section 29 or section 16 may apply by telegram to the local board which has his registration card for permission to report to the mobilization camp to which the local board of transfer furnishes troops. In this telegram he will name the camp and state the address at which mail will reach him. Upon receipt of such an application the local board which has his registration card will remove the man's name from Form 164A and will make out a new Form 164A in respect of the man, ordering him to report to the named camp on the earliest date practicable, with due regard to the course of mail and transportation. The board will immediately forward one copy of the new Form 164A, in respect of the applicant, together with a copy of his registration card, by registered mail to the named camp and will forward another copy of Form 164A and the registration card to the applicant by unregistered mail. In case the physical examination alone has been transferred, the local board of origin will also send with both copies of Form 164A a copy of Form 14 in respect of the man.

Upon receipt of these papers the applicant will present them to the local board to which his case has been transferred under section 29 or section 16. The local board of transfer will, in a case transferred under section 29, deliver to him a copy of his Form 14 and the necessary meal and railroad tickets. In a case in which the physical examination alone has been transferred under section 16, the local board of transfer will deliver only the necessary meal and railroad tickets. The man will then report to the named mobilization camp on the date specified in the Form 164A that has been sent him and will present this Form 164A with his registration card and Form 14 to the authorities at the mobilization camp, who will complete Form 164A, giving credit as prescribed in sections 18 to 21, Mobilization Regulations, to the board which ordered the man to report, and not to the local board of transfer. This procedure is authorized only in the case of persons whose cases have been transferred under section 29 or section 16 of the regulations. In cases other than this, selected men must report to the mobilization camp to which they are ordered

and they will not be permitted to select the mobilization camp to which they will report.

**(e) FLAT FOOT AND OTHER PHYSICAL DEFICIENCIES.**

The following ruling of the Surgeon General is published for the information of local boards:

"The rules governing the matter of flat foot for men subject to the selective draft are fully set forth under the heading, 'Lower extremities,' paragraph 3 of the Regulations Governing Physical Examinations. In this paragraph it is specifically set forth that a broad, flat sole is common in laboring classes, *particularly among negroes*, and it is in no way disabling.

"In this connection attention is invited to paragraph 4 of the regulations. It would seem, if the provisions of this paragraph are closely observed, that there would be no necessity for asking many of the questions now sent in by members of the local boards. This paragraph is as follows:

"Any of the physical deficiencies mentioned above must be present in such degree as to clearly and unmistakably disqualify the man for military service before he can be found to be physically deficient and not physically qualified for military service."

Examining physicians of local boards should consider the regulations as a guide to their discretion rather than a set of arbitrary rules destroying their discretion. The object is to procure men who are physically fit for the rigors of field service and the determination of this question is left to the guided and learned discretion of medical men and not wholly to a chart of arbitrary rules.

**(f) APPEALS TAKEN BY PROVOST MARSHAL GENERAL.**

Local boards should give notice to persons called that appeal has been taken by the Provost Marshal General in all cases where the taking of appeal is discretionary on the part of the person designated to take appeals in behalf of the Provost Marshal General. It is not necessary to give notice in cases under subdivision "h" of section 20 since that paragraph of the regulations is itself notice to all persons that every dependency discharge is appealed, especially since, if any new affidavits are filed, copies thereof, in accordance with section 43, must be furnished persons claiming discharge.

**(g) DEPENDENCY: DEPENDENCY AND NOT RELATIONSHIP THE DETERMINATIVE FACT.**

A feeling has been expressed that, in passing on claims for discharge on the ground of dependents, local boards ought, in no case, to refuse a discharge to a married man or to the head of a family. The law under which local boards act requires that, before such a discharge can be granted, dependency as well as relationship must be established. The matter having been presented to the President the following are his orders thereon:

"We ought as far as practicable to raise this new National Army without creating the hardships necessarily entailed when the head of a family is taken and I hope that for the most part those accepted



in the first call would be found to be men who had not yet assumed such relations.

"The selective service law makes the fact of dependents, rather than the fact of marriage, the basis for exemption, and there are undoubtedly, many cases within the age limits fixed by law, of men who are married and yet whose accumulations or other economic surroundings are such that no dependency of the wife exists in fact. Plainly, the law does not contemplate exemption for this class of men.

"The regulations promulgated on June 30, 1917, should be regarded as controlling in these cases, and the orders issued under that regulation directing exemption boards to establish the fact of dependents in addition to the fact of marriage ought not to be abrogated."

**(h) DEPENDENCY: ABILITY OF WIFE TO WORK NOT TO PREVENT DISCHARGE.**

The attention of this office has been invited to the fact that, in a few instances, local boards have certified to district boards as held for military service men whose families are actually dependent upon them for support, on the theory that the wife is able to work and should be put to the necessity of going to work to support herself and children. This situation is addressed in the following opinion of the district board of New York City, in which opinion this office concurs, with the understanding that the phrase "support available from relative" is support partial or total previously extended to the applicant himself:

"We do not concur in the view suggested in some quarters that in case of wife and children actually dependent on applicant's labor for support, and where there are no other means of support, the wife should be put to the necessity of going to work to support herself and children. *Bona fide* dependency of wife or children on labor of applicant where in his absence they will be left without reasonably adequate support, after duly taking into consideration soldier's wage and support available from relatives, as stated in the rulings of the Provost Marshal General, is ground of discharge."

This opinion clearly and adequately expresses the intent of the law in this regard.

**(i) DEPENDENCY: OTHER SOURCES OF SUPPORT.**

Paragraph B, Compiled Rulings of this office, No. 6, addressed a state of affairs where the parents or other relatives of the wife or husband are *able, ready, and willing* adequately to support the wife and children, if any, during the absence of the husband. This ruling was responsive to a class of cases that had been brought to the attention of this office where claims of discharge had been made on the ground of dependency on a husband who, as a matter of fact, was not dependent upon himself. The ruling directed the attention of local boards to the fact that scrutiny of cases of this kind might disclose that no discharge was advisable.

It was not intended that paragraph B, Compiled Rulings No. 6, should apply to the case of the head of a family whose family, at the time of his summons and prior thereto, were and had been mainly dependent upon his labor for support.



**(j) CORRECTIONS OF ERRORS MENTIONED IN PARAGRAPHS (h) AND (i).**

Instances in which local boards have been in error in respect of these two classes of cases are believed to be rare. It was to be expected that with some 4,500 local boards there would be a certain amount of ununiformity of decision in this regard. To provide against this ununiformity the regulations allow an appeal from every case in which a discharge has been refused and provide for the automatic appeal to the district boards of all dependency cases in which discharges are granted. It is assumed that all illegal decisions adversely affecting an individual will be appealed by the person concerned, but the person designated to take appeals for the Government should also guard the interests of ignorant people who might suffer from such illegal decisions and who might not be sufficiently informed to take an appeal therefrom to district boards.

District boards should scan decisions of local boards on the question of dependency, and where it appears that such decisions are illegal (as in the two cases just mentioned or otherwise) or where these decisions seem to be so far ununiform as to result in an unequal operation of the law the district board should reverse or modify the decision of the local board.

**(k) REGISTRATION CARDS RECEIVED AFTER JULY 10.**

Registration cards received by local boards after July 10 or registration cards of the character described in Form 500 which are forwarded to Adjutant General and given new serial numbers will continue to be forwarded to local boards and be given their order numbers in accordance with their serial numbers. If, however, the quota of any local board receiving such cards has been actually and completely filled and the men dispatched to and accepted by mobilization camps, such cards, no matter what their order numbers, will be held for next quota.

**(l) UNAUTHORIZED BULLETINS.**

The attention of this office has been invited to communications emanating from various sources and sometimes from persons in semiofficial capacities which are addressed to district and local boards and purport to give instructions governing the execution of the selective service law. Press reports have also carried what seem to be interpretations of the law by very high officials. In many instances these reports and communications are inaccurate and sometimes totally subversive of the regulations and the actual instructions that have been issued. This occasion is taken to inform all officials engaged in the execution of the law that authorized rulings are communicated by telegram to governors and by them disseminated to boards and that where these rulings are of a general nature they are promptly printed and published from this office. Local and district boards should disregard unauthorized interpretations and rulings and should consider as official only those reaching them from the governor of the State or from the office of the Provost Marshal General.





**Form 42.**

**OFFICE OF PROVOST MARSHAL GENERAL,**  
*Washington, D. C., September 4, 1917.*

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**COMPILED RULINGS OF PROVOST MARSHAL  
GENERAL.**

**No. 11.**

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*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the selective-service law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series of which the present compilation is No. 11.

**E. H. CROWDER,**  
*Provost Marshal General.*

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**PART I.**

**(a) REQUESTS OF SELECTED MEN WITH SPECIAL QUALIFICATIONS FOR SPECIAL ASSIGNMENTS OR TO CHOOSE A BRANCH OF THE SERVICE.**

Men are not drafted for any special branch of the service or for any special work. All must report to a mobilization camp with the contingent of their local board. When they arrive at camp a careful inquiry will be made into their special qualifications and, in so far as it is compatible with the public interest, each man will be assigned to that duty or to that branch of the military service where he can render the greatest benefit.

**(b) SELECTED MEN NOT TO BE TRANSFERRED TO THE NAVY.**

The selective-service law does not authorize a draft for the Navy. Therefore selected men may not be transferred from the Army to the Navy.

**(c) REQUESTS FOR DELAY IN REPORTING TO MOBILIZATION CAMPS IN ORDER TO CLOSE UP BUSINESS OR ADJUST PRIVATE AFFAIRS.**

From the day of the drawing every registrant knew the approximate order of his liability for military service. Even though he had a claim for exemption or discharge pending, prudence should have dictated a shaping of his affairs with the purpose of closing them up quickly. The interests of the Nation will not permit any delay in the furnishing of the several increments of the quota from each local board.

Tentatively, however, the dates on which the increments are to go from home are: Five per cent of the net quota September 5, 40 per cent September 19, 40 per cent October 3, 15 per cent as soon after October 3 as practicable. As long as local boards insure that no man is sent to military duty whose order of liability is so late that he will not be within the quota, such boards are not absolutely controlled by the order of liability in sending men to military duty. While, ordinarily, men should be sent to the colors in the exact order of their liability to be called for physical examination, there is room for the adjustment of very great hardship, and local boards have authority, in cases of such hardship, to defer the call of an individual until a later increment if, by so doing, they will not impose great hardship on others and if the applicant for this favor is himself without fault or negligence.

Local boards must furnish the precise number of men called for by the adjutant general of the State on the day named by such adjutant general and they have no authority whatever to defer the call of an individual if such deferment will reduce or delay the increment to be so furnished.

**(d) ACCEPTANCES ON PHYSICAL EXAMINATION BY LOCAL BOARDS OF MEN WHO HAVE PREVIOUSLY BEEN REJECTED ON PHYSICAL EXAMINATION BY MILITARY AUTHORITIES.**

Some men who have been rejected as physically unfit by military authorities on examination for commissions, officers' training camps, and otherwise have been accepted by local boards as physically qualified for military service. The selected man usually feels that his case has been prejudiced by this result. It is to be remembered that no man's physical condition remains constant from month to month or even from day to day. Local boards can not be controlled by the result of prior physical examinations, and no exception in the operation of the selective-service law can be made in such circumstances. It is to be remembered, however, that a man may be commissioned or



assigned to a training camp from his status as a drafted man, and also that before he is finally accepted for duty in the National Army he will again be examined by the military authorities.

**(e) ASSIGNMENT TO NONMILITARY SERVICE.**

The draft is for the purpose of increasing the Military Establishment. Registrants may in certain circumstances be exempted or discharged to enable them to continue in nonmilitary pursuits, but after they are selected for military service they may not be assigned to nonmilitary service.

**(f) NO SUBSTITUTION IN FAVOR OF DRAFTED MEN.**

The selective-service law specifically prohibits the acceptance of substitutes for men selected for military duty. The obligation is personal and can not be transferred.

**(g) NO DISCHARGE FOR DEPENDENCY NOT WITHIN THE RELATIONSHIP SPECIFIED IN REGULATIONS.**

Local boards have no power to grant discharges or hear claims for discharge by or in respect of a registrant when such claims are based upon the circumstance that persons *not* within the degree of relationship specified in the regulations are dependent upon the registrant's labor for support.

**(h) CREDITS FOR REGISTRANTS WHO ENLIST VOLUNTARILY.**

Local boards have received credit on their *gross* quotas for men who have enlisted voluntarily prior to July 1. They will receive credit on their *gross* quotas under any subsequent call for men who *enlist* or have enlisted voluntarily since June 30.

No credit can be given on *net* quotas for voluntary enlistment at any time.

No man who has been called by a local board is eligible for enlistment in any branch of the military service. In case such men do enlist the department under which they have enlisted will be requested to discharge them and direct them to report to their local boards. If they are not so discharged or do not so report, no credit can be given on the net quota, but credit will be given on the gross quota under the next call.

Local boards can receive credit on their net quotas only for men inducted into the military service of the Army through the medium of the draft and who are actually accepted for service by the military authorities.

**(I) DISPOSITION OF MEN WHO HAVE FAILED TO REPORT TO LOCAL BOARDS UPON CALL BUT WHO REPORT TO THE ADJUTANT GENERAL WHEN CALLED BY HIM AS PROVIDED IN SECTION 3, FORM 25.**

In some cases persons reported by local and district boards on Form 146-A as having failed to report for physical examination, will report to the adjutant general of the State when called as prescribed in section 3, Form 25. In such cases the adjutant general should direct such persons to report at once to their local boards. The local board should order such persons to mobilization camps as provided in mobilization regulations, entering their names on Form 164-A and treating them in all respects as though they had been certified to the local board from the district board on Form 164.

The dereliction of such persons in failing to report for physical examination should be investigated by the local board and the result of the investigation should be reported to the commanding officer of the mobilization camp to which they are sent.

**(J) REGISTRANTS CALLED BY A LOCAL BOARD WHO HAVE ENLISTED OR WHO HAVE JOINED SERVICE ABOARD.**

All persons called for physical examination who fail to report are to be reported by local boards on Form 146-A. See Form 25. In case the local board has any information of the whereabouts of such persons, it should inclose a statement of such information.

In some cases such persons have already enlisted in the military or naval service of the United States: in some cases they have enlisted in hospital or ambulance units abroad; in some cases they have enlisted in the armies of an allied power. In all such cases they are in default, but the final disposition of their cases will be decided by the War Department after the cases with all attending circumstances have been reported to The Adjutant General of the Army as provided in section 4 of Form 25. Such persons are automatically inducted into the military service of the United States as provided in section 3 of Form 25, and if they are located and accepted into actual military service of the United States the local board to which they pertain will receive credit for them by a means soon to be announced. But until they are so accepted, and until such means are announced, local boards should disregard them as a credit item. **The general rule, from which there is and will be no departure, is that a local board receives credit on its net quota only for those men credited to them on Form 164-A from a mobilization camp. A second general and invariable rule is that local boards can not be credited on their NET quotas for VOLUNTARY ENLISTMENTS because all**

voluntary enlistments have been, or will be, credited on their GROSS quotas.

**(k) NO DATE SET FOR SECOND CALL.**

When and whether there will be a second call is within the discretion of the President. There is no date set for a second call and, so far as is known, no second call is in present contemplation.

**(l) LOCAL AND DISTRICT BOARDS MAY REOPEN CASES.**

When a board is convinced that it is in error in refusing exemption or discharge, it may in its own discretion reopen a case and extend the time for proof up to the time the registrant is called for military duty. After that time it may not do so. When a board is convinced that it is in error in granting an exemption or discharge, it may reopen the case at any time.

**(m) DISTRICT BOARDS MAY NOT REOPEN PHYSICAL EXAMINATION UNLESS RESULT IS APPEALED.**

District boards may request local boards to reopen a case, or they may request the appeal agent to appeal a case in the name of the Provost Marshal General at any time, but they may not reopen a physical examination or any other question within the original jurisdiction of a local board on their own motion in the absence of an appeal.

In case district boards feel that physical examinations have not been properly conducted, or that the final decision by the local board in other matters should be reexamined, they should request the appeal agent to appeal the case, or they may apply to the governor to request of the Provost Marshal General a review of the physical examination, as provided on page 7 of Form 11.

**(n) NO PERSON NOT IN QUOTA TO BE SENT WITH QUOTA.**

A registrant whose order of liability is so late that he is not within the quota of a local board can not, even on his own request, be advanced and sent with the quota.

**(o) MORE THAN ONE SELECTED MAN IN A SINGLE FAMILY.**

The fact that more than one person is selected from a single family is not of itself ground for exemption or discharge.

**(p) ENLISTMENT OF PERSONS AFTER EXEMPTION OR DISCHARGE.**

Persons may not be "exempted to permit them to enlist," nor, under the President's regulations, may a person who has once been called by a local board thereafter enlist, even after he has been exempted or discharged from draft. This regulation may be modified by the President after all quotas are filled but, for the present, exempted or discharged registrants may not enlist voluntarily. It is further to be remarked that an application of an exempted or discharged man to enlist would be ground upon which a local board might inquire whether his certificate of exemption or discharge ought not to be revoked.

**(q) APPEALS TO PRESIDENT NOT TO BE SENT DIRECT BY INDIVIDUALS.**

Some appeals have been made from decisions of both local and district boards direct to the President. There is no authority for this. There is no appeal to the President from the decision of a local board, and appeals to the President from the decision of a district board must be filed with the district board as prescribed in section 47 of the regulations and may not be sent direct to the President. To so send them will merely result in their return for compliance with the prescribed procedure.

**(r) MEAL TICKETS TO BE USED AS LODGING TICKETS.**

Section 6 of the mobilization regulations (Form 31) provides that meal and lodging tickets will be furnished local boards. No lodging tickets were sent as indicated by this paragraph, but meal tickets may be altered to fit the requirements of lodging tickets and handled in the same manner as for meals.

**(s) CERTAIN CLASSES INCLUDED IN THE TERM "MARINERS."**

Masters, mates, and licensed engineers are entitled to file claims for discharge as in the case of mariners under subdivision G, section 20, Rules and Regulations, Form 13. Claim for discharge and affidavits prescribed by such subdivision may be accepted when appropriately modified to cover such cases.

**(t) MEN ORDERED TO MILITARY DUTY TO TAKE COMFORTABLE SHOES.**

The Secretary of War directs that men reporting to mobilization camps be advised to take with them a pair of comfortable shoes, so as to afford them a change from their new regulation marching shoes.



## (u) PASSPORT PERMITS.

It has been called to the attention of this office that in many cases local boards are not familiar with the provisions of paragraphs d and e, Compiled Rulings of Provost Marshal General, No. 2, regarding permits for passports. In some instances local boards have themselves issued passport permits and in other cases have refused to call or examine applicants for permits. The attention of local boards is directed to the above-mentioned ruling.

## (v) NOTATION OF RACE TO BE MADE ON FORM 164.

In order to provide for the segregation of races into regiments and other organizations and to arrange for compliance with State laws requiring the races to travel in separate coaches, it has been found that it will be necessary for the adjutant general of each State to know the number of white and colored men certified from district to local boards and adjutants general on Form 164. Hereafter the notation "white" or "colored" will be made opposite the name of any person certified from local to district boards on Form 146 or from district boards to local boards and adjutants general on Form 164 and the total white and total colored borne on the list will be entered on the margin thereof. Adjutants general should call on local boards for a statement of the number of white and colored men contained on the lists already certified to local boards and adjutants general on Form 164. This information should be gathered promptly and be kept up to date to the end that The Adjutant General will always know the number of white and the number of colored men who are on the available list of selected men in each local board in the State and who have not yet been sent to mobilization camps. On Saturday of each week beginning September 8 adjutants general will report by telegram to the Provost Marshal General the number of white and the number of colored men in their States who have been certified to local boards on Form 164, but who have not yet been sent to mobilization camps.

## (w) ERRONEOUS STATEMENT OF MARINE RECRUITING SERVICE REGARDING ENLISTMENT OF DRAFTED MEN.

The Marine Corps recruiting service has published a statement to the effect that registrants called by a local board may enlist in the Marine Corps with the written consent of the local board. This statement is in error. After being called by a local board no registrant is eligible for voluntary enlistment in any branch of the Government service. This erroneous instruction will be recalled by the authorities of the Marine Corps.



**(x) DUTY OF DISTRICT BOARD TO CERTIFY DECIDED CASES AT THE CLOSE OF EACH DAY'S BUSINESS.**

Some district boards are not certifying cases on Form 164 at the close of each day's business. See paragraph 2, section A, Form 29, and page 18, Form 29. Since this certification constitutes the giving of notice to registrants that they have been selected for military service, it should be made as promptly as possible in order that each man may have the maximum time to compose his affairs before being ordered to military duty. It is also of extreme importance that each local board should have as soon as possible a plentiful list of selected men in order that calls for increments of the quota can be filled without delay and with some room for adjustment.

**(y) CALLS TO MILITARY DUTY TO BE DEFERRED PENDING DEFINITE INFORMATION.**

Due to the lack of absolutely certain information of the percentage of completion of mobilization camps, it is not deemed wise to issue on Forms 164-A and 164-C the actual call to military duty for the increments to go on September 19 and October 3 until this office has been definitely informed and has definitely informed the governor of each State that the camps will be ready on the dates mentioned for the receipt of the increments. It is not contemplated that there will be any change from tentative dates already announced but, as a measure of insurance against change, the actual call to duty should await this information, which will be given at least 10 days in advance of September 19 and October 3.

**(z) MEDICAL STUDENTS AND HOSPITAL INTERNES.**

The President prescribes the following supplemental regulations governing the execution of the selective-service law.

1. Hospital internes who are graduates of well-recognized medical schools or medical students in their fourth, third, or second year in any well-recognized medical school who have not been called by a local board for physical examination may enlist in the Enlisted Reserve Corps provided for by section 55 of the national-defense act under regulations to be issued by the Surgeon General, and if they are thereafter called by a local board they may be discharged on proper claim presented on the ground that they are in the military service of the United States.

2. A hospital interne who is a graduate of a well-recognized medical school or a medical student in his fourth, third, or second year in any well-recognized medical school, who has been called by a local board and physically examined and accepted and by or in behalf

of whom no claim for exemption or discharge is pending, and who has **not** been ordered to military duty, may apply to the Surgeon General of the Army to be ordered to report at once to a local board for military duty and thus be inducted into the military service of the United States, immediately thereupon to be discharged from the National Army for the purpose of enlisting in the Enlisted Reserve Corps of the Medical Department. With every such request must be inclosed a copy of the order of the local board calling him to report for physical examination (Form 103), affidavit evidence of the status of the applicant as a medical student or interne, and an engagement to enlist in the Enlisted Reserve Corps of the Medical Department.

3. Upon receipt of such application with the named inclosures, the Surgeon General will forward the case to The Adjutant General with his recommendations. Thereupon The Adjutant General may issue an order to such interne or medical student to report to his local board for military duty on a specified date, in person or by mail or telegraph, as seems most desirable. **This order may issue regardless of the person's order of liability for military service.** From and after the date so specified such person shall be in the military service of the United States. He shall not be sent by the local board to a mobilization camp but shall remain awaiting the orders of The Adjutant General of the Army. The Adjutant General may forthwith issue an order discharging such person from the military service for the convenience of the Government.

4. Three official copies of the discharge order should be sent at once by The Adjutant General to the local board. Upon receipt of these orders, the local board should enter the name of the man discharged on Form 164-A and forward Form 164-A, together with two of the certified copies of the order of discharge, to the mobilization camp to which it furnishes men. The authorities at the mobilization camp will make the necessary entries to complete Form 164-A and will thereupon give the local board credit on its net quota for one drafted man.

5. In case such medical student or interne is ordered to report to a local board for military duty in the normal course of procedure, as prescribed in Mobilization Regulations before a discharge order has issued in respect of him, he must report to his local board and be sent to a mobilization camp, unless an order is received discharging him from military service before he is so sent. If such order is received before he is sent to the mobilization camp, the order and not the man will be sent to the mobilization camp, as prescribed in paragraphs 3 and 4 hereof. If such order is not received the man will be sent and credited in the usual way. If he is thereafter to be

discharged from military service to permit him to enlist in the enlisted reserve corps, the discharge will be consummated by the military authorities.

6. This method applies only in the cases of medical students and hospital internes as above provided. *It does not apply to dental or veterinary students or to students in other technical schools.*

## **PART II.**

### **(a) INSPECTORS OF LOCAL BOARDS.**

Reports from some States indicate that there are a few local boards that have been delinquent in forwarding their lists of selected men at the close of each day's business, or that have otherwise made error or default in the performance of their duty. Often this is due to a lack of understanding of the regulations. An examination of the lists sent forward from day to day by district boards on Form 164 will disclose whether each board in the State has accumulated a considerable list of selected men with which to fill increments of their quota. Where such examination discloses delinquency or default the governor is authorized to employ, compensate, and send to such local boards an inspector. It shall be the duty of the inspector to examine the records of such local boards, to inquire into their methods, and to report on the case. If the delinquency is due to a lack of understanding, the inspector should instruct the local board in its duty and should remain with it until its procedure is properly under way. In case the delinquency is due to neglect of duty or other culpable causes, the inspector will promptly report the matter to the governor, who may, if he deems the public interest requires, lay the case before the nearest representative of the Department of Justice, remove the board, or take such other action as he deems necessary.

It is thought that by this time there are many members of local boards who are thoroughly conversant with the regulations and who could be relieved from their duties as members of local boards to serve as inspectors.

### **(b) SELECTED MEN FOUND TO BE EMPLOYED IN SOME AUXILIARY WAR WORK.**

Cases have come to the attention of this office where a man called to military duty is found to be engaged in service in connection with the Army in the Young Men's Christian Association or in other similar service. Requests have been made to discharge or exempt such men or to assign them to this duty. There is no authority for



this procedure, and such men, when selected, must report to their local boards for military duty.

**(c) PROCEDURE IN CASE A MAN CALLED FOR MILITARY DUTY BY A LOCAL BOARD IS UNABLE TO RETURN AND REPORT AS ORDERED.**

Drafted men can not be permitted to choose the mobilization camp to which they will be sent nor to go with the contingent of any other local boards than that which has their registration cards, but there is a class of cases presenting great hardship where, after having been called and selected by one board, and without fault or desire to evade the requirements of the regulations, a man has removed to a far distant point and is at the latter place when his order to report for military duty reaches him. This class of cases must be cared for, but local boards must be cautioned carefully to inquire into each application made as prescribed below and to grant permission as herein provided only in cases presenting great and unusual hardship.

To cover bona fide and deserving cases the following is provided: When a man called for military duty by his local board is, on the date the call issues, at a point outside the State, and can not return without great hardship and expense, he may file an application with the **local board wherever he may be** to be sent to the mobilization camp to which such local board furnishes men. Such local board will investigate his case and if deserving will apply by telegram to the local board having his registration card for the necessary order, naming the mobilization camp. Upon receipt of such application the **local board which has his registration card** will treat the case as provided in paragraph D, Compiled Rulings Number 10, and will forward with both copies of Form 164-A as provided therein copies of both the registration card and Form 14. In all other respects the case will be treated precisely as provided in paragraph D, Compiled Rulings No. 10.

**(d) DEPENDENT RELATIVES NOT RESIDENT IN THIS COUNTRY.**

There is a class of cases in which a discharge on the ground of dependency is claimed where dependents are not citizens or residents of the United States. The dependency clauses were designed to protect our own people, and were not designed to exempt a man from military service on the ground that he was contributing to the support of persons in a foreign country. Of course, where the dependents are Americans temporarily abroad, the case comes within the general rule.

**(e) PROVOST MARSHAL GENERAL'S OFFICE HAS NO AUTHORITY TO EXEMPT OR DISCHARGE ANY PERSON ON ANY GROUND.**

Many letters are received here requesting an intervention of the Provost Marshal General's Office in particular cases before local and district boards. The law places the determination of the various exemptions and discharges within the jurisdiction of local and district boards, and no administrative officer has any jurisdiction to decide particular cases. Such letters will in all cases be returned to the writer without any action taken by this office to influence the decision of local or district boards.

**(f) MISSING PERSONS.**

Many requests are received at this office to go through the lists of persons registered in an effort to locate missing persons. The registration lists comprise 10,000,000 names segregated into 4,557 groups scattered in as many localities. It is manifestly impossible to comply with a request to search these lists for the names of missing persons, and no such attempt can be made in any case.

**(g) DISCHARGE FROM, OR PRIOR SERVICE IN, THE ARMY OR NAVY NO GROUND FOR EXEMPTION OR DISCHARGE.**

Many registered men who have been selected for military service have applied for exemption or discharge on the ground that they have been discharged from the Army, Navy, or Marine Corps, sometimes for physical disqualification and sometimes merely upon expiration of enlistment. It seems scarcely necessary to say that prior service or discharge from the Army, Navy, or Marine Corps is not ground for exemption or discharge from draft, and that such applications can receive no consideration.

**(h) LOCAL BOARDS FROM WHICH CASES ARE TRANSFERRED UNDER SECTION 29 AND SECTION 16 OF THE REGULATIONS TO WITHHOLD ACTION PENDING ADVICES FROM DISTRICT OR LOCAL BOARD OF TRANSFER.**

Under section 16 of the Regulations, physical examinations of one called to report for physical examination may be transferred to another local board. After the local board of transfer has passed upon the case it will return the case to the local board of origin.

Under section 29 of the Regulations the entire determination of the case may be transferred to another local board. After transfer the local board of transfer will forward the case to the district board of transfer. After passing on the case, the district board of transfer certifies the case to the local board of origin.



In either of these cases the local board of origin should not move further in the matter until it receives the case back from the local or district board of transfer, nor should the local board of origin defer action on filling up its quota pending receipt of such advices. If there is a long delay after transfer of the case, and before receiving any information regarding it, the local board of origin should address a letter to the local board of transfer requesting information concerning the case.









**Form No. 44.**

OFFICE OF THE PROVOST MARSHAL GENERAL,  
*Washington, D. C., September 27, 1917.*

**COMPILED RULINGS OF PROVOST MARSHAL GENERAL.**

**No. 12.**

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*To governors, adjutants general, and members of local and district boards:*

To secure uniformity of interpretation, compiled rulings of the Provost Marshal General on questions concerning the execution of the selective-service law will be published from time to time and forwarded to the governors of the several States for distribution to local and district boards. Ten copies of each should be sent to each board. These compilations will be numbered in a series, of which the present compilation is No. 12.

E. H. CROWDER,  
*Provost Marshal General.*

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**(a) President has no authority to exempt or discharge classes not specified in the statute.**

Registrants stand in an equality before the selective-service law except as the law decrees inequality. The President is authorized to provide regulations under which local and district boards may make exemptions or discharges in certain classes of cases specifically mentioned in the law. In the absence of specification of a class in the statute, the President has no authority to include that class by regulation. There is authority under the law to exempt or discharge divinity students and ministers of religion. This is the only class of students, and this the only learned calling or profession in which the law authorizes an exemption or discharge. Consequently, it may be said that there is no authority to exempt or discharge as such, students in any school or college except divinity students, men in any learned profession or calling except ministers of religion, individual specialists of any class, or professors and instructors in schools or colleges except as they may fall within some other class in which an exemption or discharge is specially authorized by the law.

The same considerations which prevent these discharges or exemptions also prohibit the postponement of the call to military duty of students of the above classes to permit them to complete their education.



**(b) Aliens who have declared their intention to become citizens of the United States since June 5.**

The Deputy Commissioner of Naturalization advises this office that thousands of alien registrants who were not declarants on June 5 have declared their intention to become citizens of the United States since that day. If such persons were registered on June 5, and if since that day they become declarants, they are subject to the draft. In particular cases local boards can determine whether or not persons have declared their intention by writing to the Deputy Commissioner of Naturalization, Washington, will be glad to furnish the information very promptly.

**(c) Claims of appeal must be filed with district board.**

By the regulations of the President governing appeals from the action of district boards the claim of appeal must be filed with the district board and can not be received if sent direct to the President, the Provost Marshal General, Members of Congress, or to any other place than to the district board itself.

Papers, evidence, and affidavits not considered by the district board can not be considered on appeal from the district board.

The only cases in which there is an appeal to the President are cases in which a claim for discharge on the ground of engagement in agriculture or industry has been made in the district board. There is no appeal to the President from the action of the local board in dependency or other cases whose determination is within the jurisdiction of the local board.

All attempts to appeal cases other than those involving the decision of the district board on agricultural or industrial exemptions from whatever source received; all affidavits, letters, arguments, evidence, papers, or other matter not considered by the district board; all appeals made to the President direct or sent to any other official or person in Washington, will have to be returned to the sender.

**(d) Local boards may postpone physical examination of divinity students or duly or regularly ordained ministers of the Gospel.**

The President directs that where the local board is convinced that a person called before it is subject to exemption or discharge as a divinity student or as a duly or regularly ordained minister of the Gospel, it may postpone his physical examination until after it has heard and decided his claim for exemption or discharge on the ground of his civil status, and if claim is sustained may dispense with physical examination.

**(e) Charts used for testing vision to be illuminated.**

Attention is called to the necessity of properly illuminating the charts used for testing vision in connection with physical examination. These charts should, if possible, be illuminated by artificial light in order to secure an uniform lighting at all times. Where artificial light is not available the tests should be deferred when sufficient daylight is not obtainable, such as found on dark or overcast days and late in the afternoon.

**(f) Entire record in respect of claim for appeal to be forwarded by the district board.**

Some district boards in forwarding appeals to the President have overlooked the requirement of section 47 that the entire record in

respect of such claim shall be certified to the President. It will aid us materially in handling these cases if the following instructions are observed: The record so certified should include the original claim for discharge filed with the district board under section 44, a copy of the notice of denial, and a brief minute of the reasons which actuated the board in denying the claim. This minute should include any facts in the knowledge of the board not shown by the affidavits in the case, and also a specification as to whether or not the industry was found to be necessary and whether or not the person was found to be necessary to the industry. The record must also include all affidavits and other papers filed in connection with the case with the district board, but no affidavits or papers not filed with the district board will be considered on appeal. If the board desires to permit additional affidavits filed with claim of appeal to the President to be considered, it should reopen the case and consider such additional affidavits itself under provisions of section 50. It is not expected that in the ordinary case district boards will order a stay of induction into the military service, as provided in the last paragraph of section 47, but it is very important that where such a stay has been ordered a statement of that fact be included in the record forwarded to the President on appeal. The certification should include the statement that the papers forwarded, which should be listed, constitute the entire record upon which the district board acted in reaching its decision. It should be signed by the chairman or secretary of the board.

**(g) Local boards to forward necessary papers in charge of one of their number.**

Some reports received from mobilization camps indicate that local boards are permitting men to go forward without sending the necessary papers in charge of one of their number. Of course this creates great confusion and makes it difficult, if not impossible, to credit the board for a portion of its quota.

**(h) Only statements or evidence submitted to district boards to be considered on appeal. Communications from other sources concerning pending cases to be declined and discussion concerning them forbidden.**

Claims for exemption or discharge on the ground of engagement in industry and agriculture are within the original jurisdiction of the district boards. Decision of the district boards is final except that the President may affirm, modify, or reverse such decision in accordance with regulations prescribed by him. The regulations prescribed by the President provide for appeal from the decision of the district board on agricultural and industrial claims, but the claim for appeal must be filed with the district board, who will send all evidence and other matter considered in the case to the President for his consideration. If, after the decision of the district board, it is desired to submit new matter, the district board may reopen the case, consider such new matter, and if it adheres to its original decision, forward such new matter to the President. Matter not presented to the district boards can not be considered on appeal to the President.

While district boards are not courts, their function in passing on claims, and the function of the President in examining their decisions is quasi judicial. Since the general rule must be that nothing which

to the number of men traveling and they should not be refused first-class meal tickets in cases where volunteers have provided meals at one immediately preceding station and at the last minute. This is a matter that can only be handled locally after consultation with the railroad representative, but to encourage the railroads to make these arrangements complete they should be protected against loss.

**(m) Discharge of drafted men erroneously held for service.**

There is urgent necessity for a systematic method of relieving hardship in cases where, either through a misinterpretation of the law by a local or district board or through the nonculpable ignorance of the registrant, a person who clearly ought to have been exempted or discharged has been held to service. After a man is inducted into the military service, the local and district boards have no authority to discharge him from the military service. Before he is inducted they have authority to discharge him from draft. There are two general classes of cases of such hardship. In the first class the man has not been inducted into military service. In the second class he has been inducted into military service.

**I. WHERE THE MAN HAS NOT BEEN INDUCTED INTO MILITARY SERVICE.**

A man is inducted into military service from and after the day and hour specified by the local board or the adjutant general of the State for him to report for military duty.

This general class divides itself into two special classes:

(a) *Where the person has been certified by the local to the district board on Form 146 as having been called by a local board and not exempted or discharged but has not yet been certified back from the district to the local board in accordance with section 2, Mobilization Regulations.*

In case (a) the local board may reopen the case upon its own motion or upon request of The Adjutant General subject to the condition that the local board shall immediately notify the district board that it has extended the time for filing proof and has reopened the case.

(b) *Where the person has been certified from the district to the local board as selected for military service but the date specified by the local board for induction into military service has not yet arrived or where the local board has not specified the date for induction into military service.*

In case (b) either the local or the district board may reopen the case upon receiving permission to do so from the adjutant general of the State or, upon request from the adjutant general of the State and the local board may defer orders into military service pending receipt of permission from the adjutant general. In case the adjutant general so requests, or grants permission, he will notify both the local and the district board.

**II. WHERE THE MAN HAS BEEN INDUCTED INTO MILITARY SERVICE.**

A man already inducted into military service can not be discharged therefrom under authority of the selective-service law, but discharged by the Secretary of War under his plenary authority to discharge men from military service. In the cases of hardship now considering, a discharge from military service may be granted on the ground that the exemption or discharge from d



Further than this it is administratively impracticable to go. If any of the millions of individual cases within the original jurisdiction of local boards are to be considered in Washington then all ought to be open to consideration here. This is manifestly impossible. Therefore administrative authority here can not and will not address itself to particular cases within the jurisdiction of local boards. The President, therefore, has directed the War Department to decline to discuss cases pending before local or district boards or to entertain any communication, suggestion, or statements concerning them.

**(j) Procedure under section 29 of the Regulations.**

Some question has arisen as to the procedure under section 29 of the Regulations. It is as follows: The local board that has the registration card transfers the case to the local board of transfer. The local board of transfer sends the case to the district board of transfer. The district board of transfer notifies the local board of origin on Form 164-A and the adjutant general of the State of origin on the same form as provided in Mobilization Regulations. Only in the case provided for in section 3, Form 25 does the adjutant general of any State notify a particular person to report for military duty. This is done by the local board having jurisdiction of the registration card in every other case under the Regulations. The procedure of transfer of the physical examination only under section 16 is different. Here the local board of origin transfers the physical examination to the local board of transfer. When the physical examination is complete the local board of transfer forwards its conclusion back to the local board of origin which then proceeds with the case and certifies it up to the district board of origin in the usual manner.

**(k) Cases in which local boards have been in error in forwarding records.**

There is a considerable amount of complaint from mobilization camps that may be summarized as follows: In some cases local boards do not complete Form 164-A; in many cases the outside cover of Form 164-A is not sent and sometimes the certificate is not signed. Delay in forwarding draft papers by mail as required by regulations causes great confusion. These papers should be sent on the very day and within one hour after the contingents are sent to the camps. In some cases no Form 164-A at all is sent, especially where men are sent singly to make up deficiencies. Form 164-A must be sent even though a single man goes forward. Otherwise boards will not receive credit on their quota.

**(l) Railroads to receive meal tickets for a number of meals equal to the number of men traveling.**

To insure meals at stations en route the railway association is making arrangements for a certain specified number of meals at certain places. The outlay is considerable and means should be taken to prevent the loss of these meals through well-meant and patriotic offers of people along the way to supply meals which have not been made so far in advance as to obviate the necessity of the company to supply meals and where the railroad has not been notified of such arrangements. In the future the railroads should receive meal tickets for

to the number of men traveling and they should not be refused these meal tickets in cases where volunteers have provided meals at some immediately preceding station and at the last minute. This is a matter that can only be handled locally after consultation with the railroad representative, but to encourage the railroads to make these arrangements complete they should be protected against loss.

**(m) Discharge of drafted men erroneously held for service.**

There is urgent necessity for a systematic method of relieving hardship in cases where, either through a misinterpretation of the law by a local or district board or through the nonculpable ignorance of the registrant, a person who clearly ought to have been exempted or discharged has been held to service. After a man is inducted into the military service, the local and district boards have no authority to discharge him from the military service. Before he is so inducted they have authority to discharge him from draft. There are two general classes of cases of such hardship. In the first class the man has not been inducted into military service. In the second class he has been inducted into military service.

**I. WHERE THE MAN HAS NOT BEEN INDUCTED INTO MILITARY SERVICE.**

A man is inducted into military service from and after the day and hour specified by the local board or the adjutant general of the State for him to report for military duty.

This general class divides itself into two special classes:

(a) *Where the person has been certified by the local to the district board on Form 136 as having been called by a local board and not exempted or discharged but has not yet been certified back from the district to the local board in accordance with section 2, Mobilization Regulations.*

In case (a) the local board may reopen the case upon its own motion or upon request of The Adjutant General subject to the condition that the local board shall immediately notify the district board that it has extended the time for filing proof and has reopened the case.

(b) *Where the person has been certified from the district to the local board as called for military service but the date specified by the local board for induction into military service has not yet arrived or where the local board has not specified the date for induction into military service.*

In case (b) either the local or the district board may reopen the case upon receiving permission to do so from the adjutant general of the State or, upon request from the adjutant general of the State, and the local board may defer orders into military service pending receipt of permission from the adjutant general. In case the adjutant general so requests, or grants permission, he will notify both the local and the district board.

**II. WHERE THE MAN HAS BEEN INDUCTED INTO MILITARY SERVICE.**

A man already inducted into military service can not be discharged therefrom under authority of the selective-service law, but he can be discharged by the Secretary of War under his plenary authority to discharge men from military service. In the cases of hardship which we are now considering, a discharge from military service may be granted on the ground that the exemption or discharge from draft should



have been granted. The military authorities can not conveniently review the action of the selective-service system on the question of exemptions or discharges and it will be of great convenience for the military authorities to have the decision of the local and the district boards on the question of whether the exemption or discharge should have been granted originally. To obtain this decision the method prescribed below will be used. Cases in this general class also fall into two special classes.

(a) *Where the person has never reported to the local board at all and has been certified to the adjutant general of the State on Form 146-A and has been ordered by the adjutant general to report for military duty and is thus inducted into the military service.*

In case (a) the adjutant general of the State may withhold entry of the name of the registrant from Form 146-B and may request the proper local board to reopen the case. The local board should then reopen the case, pass upon its merits, and certify it to the district board, all in the normal manner as though it had jurisdiction to discharge. Similarly, the district board should pass upon the case. If the exemption or discharge is refused the district board will not enter the name on Form 164, but will notify the adjutant general of the State of its action and the adjutant general will send the man to the proper mobilization camp direct or will order him to report to his local board for transportation as seems most convenient. In case the exemption or discharge is granted, the local board will not deliver the discharge certificate to the registrant but will send it to the adjutant general of the State, who will forward it to The Adjutant General of the Army, with the request that the man shall be discharged from military service by the Secretary of War on the ground that his induction into military service was consummated through error. Thereupon The Adjutant General of the Army will order the discharge of the man from military service and will forward the discharge to the adjutant general of the State for delivery to the registrant.

(b) *Where the man has been called to report for military duty by a local board and sent to the mobilization camp.*

In case (b) either the local board or the military authorities at the mobilization camp may request of the adjutant general of the State permission for the local board to reopen the case for the purpose of determining whether or not the exemption or discharge should have been granted, or the adjutant general of the State may request the local board to reopen the case for the same purpose. In case permission is granted or request is made by the adjutant general, the local board will reopen the case, pass upon its merits and certify it to the district board in the regular manner. The district board will also treat it in the regular manner. If it is determined that the exemption or discharge should not have been granted the district board will so notify the adjutant general of the State who will, in a case where the request to reopen comes from the commanding officer of the mobilization camp, promptly notify such commanding officer that there is ground for discharging the man from military service.

If it is determined that the discharge should have been granted the local board will not deliver a copy of the discharge certificate to the registrant but will send it to the adjutant general of the State.

forward it to the commanding officer at the mobilization camp with the request that the man be discharged from military service on the ground that he should have been discharged from the draft. Thereupon the commanding officer at the mobilization camp will discharge the man from military service.

All concerned are cautioned that the authority here granted is intended to relieve cases of hardship where, either through error in law or through the nonculpable ignorance of the registrant, a man has been held to service who should have been discharged or exempted. Great care must be taken to see that this authority is not abused or used as a method of obtaining rehearings in cases where the only question is one of the determination of fact by the boards or in any other class of cases than those specified herein. There are relatively very few of these cases and neither the military authorities at the mobilization camp nor the adjutants general of States are hereby constituted as boards of review of the action of local and district boards.

**(n) A reward of \$50 to be paid for the delivery of a deserter at an Army camp or post.**

A reward of \$50 is payable for the delivery at the nearest Army camp or post of a deserter. This reward is in full satisfaction of all expenses incurred in said delivery. A person who fails to report to his local board for military service at the time specified in his order to report is a deserter. A person who fails to report for military service to the adjutant general of the State by the date specified in the order of the adjutant general to said persons is a deserter. It is highly desirable from every standpoint that an effort now be made to round up all persons who are delinquent in reporting for military service. It is thought that if the fact of reward is given the widest publicity we shall have a great force of police officers and even of private individuals interested in bringing such delinquents under military control. If, after such persons are brought to a military authority, it appears to the military authority that their delinquency is not willful they will be forwarded to a mobilization camp and their local board will be given credit. If it appears that the delinquency was willful they will be prosecuted before courts-martial as deserters. In either case the reward is payable.

**(o) Y. M. C. A. and similar workers not exempt.**

Cases have come to the attention of this office where a man called to military duty is found to be engaged in service in connection with the Army in the Young Men's Christian Association or in other similar service. Requests have been made to discharge or exempt such men or to assign them as soldiers to this duty. There is no authority for this procedure and such men when selected must report to their local boards for military duty.



## INSTRUCTIONS FOR COMPILING STATISTICS SHOWING THE DATA AT LOCAL BOARDS.

OFFICE OF THE PROVOST MARSHAL GENERAL,  
Washington, D. C., November 7, 1917.

The following operations for gathering the necessary facts are *simple*, and can proceed smoothly and quickly if the directions are observed and the labor is divided. Follow the directions and you will have no trouble.

The three general divisions of the work, headed I, II, III, in the following pages, can be done by separate persons. Division I, however, must be complete *before* Division III is begun; but Divisions I and II can proceed *at the same time*, by separate persons. Divisions I and II can each be allotted to two or more persons working at the same time, and Division III can be allotted to 10 or 12 persons if available. If desired, further allotments of the labor can be made in each of the divisions, so that additional persons can be used; but care should be taken to avoid inaccuracy if such allotment is made.

The general scheme of the method is this:

*Division I* represents the *preparation of the registration cards*. It is necessary to assemble on each card the data to be used in Division III. The cards as now filed possess all the data needful for Division III except as follows: (1) The card does not originally show whether the man is *called*, or (if called) whether *accepted*. Hence it is necessary to mark each card so as to show these facts. By referring to the docket sheet these facts can be ascertained and noted by red-penciled initials on the card. (2) Furthermore, the occupation entry on the card has to be reduced to a code number, so as to permit of rapid mechanical reckoning for the summary sheet; and this is done by blue-penciling the card with the code number. These operations are explained under Division I.

*Division II* represents the *summarization of the data already contained in certain columns of the docket sheet*. They have only to be footed up from the successive docket sheets and entered on the summary sheets. These operations are explained under Division II.

*Division III* represents the *summarization of the data contained on the cards*. These operations are explained under Division III.

Send all summary sheets, as soon as each is ready, *direct to the Provost Marshal General*, by registered mail—not to the State adjutant general. *Be sure to fill in the blanks on each sheet, identifying the State, county, town or city, and local board number. Do this first!*

Each board should receive two copies of (1) each Summary Sheet A, B1, B2, C; (2) and of the Occupation Code; and (3) five copies of these Instructions.

There are four summary sheets. Summary sheet A is to be used for the results of the work under Division I; summary sheets B1 and B2 for that under Division II; summary sheet C for that under Division III. Summary sheet A is to be used for the results of the work under Division I; summary sheets B1 and B2 for that under Division II; summary sheet C for that under Division III. Summary sheet A is to be used for the results of the work under Division I; summary sheets B1 and B2 for that under Division II; summary sheet C for that under Division III.

Summary sheets A, B, and C are so printed that, on arrival at Washington, the several Tables I, II, III, IV, V, VI can be sheared apart and handled separately, adding machines being used to summarize simultaneously the figures for all of the tables from all the boards. The sheets should therefore be handled so as not to tear, fold, or crease them.

The Occupation Code is to be used in the blue pencil numbering described under Division I.

## I.

### PREPARATION OF REGISTRATION CARDS.

1. Separate the entire mass of registration cards into *two* parts by laying aside all cards of *persons not yet called*. (The order number will show whether a registrant has been called. Keep these cards separate in a pile or box. They will here be referred to as Pile I. If you have not yet marked the order number on the cards, do so first on the cards of all persons who have been called, taking the docket sheet as a guide.)

2. The remaining cards represent the *persons called* and are already presumably arranged in the sequence of their order numbers as drafted.

Now, with a *red* pencil mark a *C* on the face of each one of them. (The blank space at the lower left-hand corner is the most suitable place, but the mark *C* should *not* be made on any of the numbered lines so as to cover any words entered thereon.)

As each card is marked, lay it aside in a pile, *keeping the original sequence of the order numbers*.

3. Taking this pile of *C* cards, and having at hand the docket sheet, follow down each man's name in turn, to find whether he was finally *accepted* for military service (column 47 of docket shows this); if so, mark an *A* in *red* pencil on that man's card, just after the *C*, already marked there; so that such cards will bear a mark *CA*.

As this process continues, throw the *C* cards and the *CA* cards into two separate piles. The *C* pile will be referred to later as Pile II, and the *CA* pile as Pile III. Neither of the piles need be kept in the sequence of the order number or serial number. These piles should be kept separate throughout the work of Division III; and one or more persons can be working separately on each pile.

4. Take the Occupation Code, and become familiar with it, and especially with the numbers representing the most common occupations. Take a registration card from one of the piles; on line 7 is the entry of the man's occupation. Find in the code the number of that occupation, and mark the number on the card, in *blue* pencil, somewhere on line 7 or 8. Repeat this for all of the cards, in all three piles, till *all* cards bear a blue pencil number, representing the occupation. (*Keep the three piles separate*; but the sequence of order numbers or serial numbers in each pile does not matter any more.)

This process of marking the code numbers for the occupations is the only difficult process in the whole compilation; and yet it is not more difficult than the work of the Census Bureau, for the occupation code is merely an adaptation of the list used in the Thirteenth Census (1910). The only difficulty is to use it rapidly as it must be used. Do not stop for debates as to the proper classifications. Make a quick decision, and put down the number for the occupation that seems nearest. Lines 8 and 9 on the card will help to decide, if line 7 is not plain enough.

The cards will often name occupations not exactly described by any of the code classifications. In such cases, choose the nearest. Occasional inaccuracies in one direction will be balanced by others in another direction, so that an average relative correctness may be expected.



The Code should be studied beforehand, and many of its common numbers can be memorized. If this is done, the speed can be rapid.

5. The cards are now *ready*; they have been marked in red pencil C (if called), or CA (if called and accepted); and have been marked in blue pencil, the Occupational Code number; and they lie in three piles.

They are now ready to be summarized, as shown in Division III. Meanwhile, the work of Division II should be going on.

*Be sure to fill in the blanks on each Summary Sheet identifying the State, County, Town or City, and Local Board No. Do this first, before making any entries on the sheets.*

## II.

### SUMMARIZATION OF DATA CONTAINED ON DOCKET SHEETS.

1. The docket sheets should first be completed, by adding any names of persons called but not yet entered on the docket. The columns needed to be filled out (for the present purpose) are these: 6, 8, 9, 10, 13 to 36 inclusive, 41, 42, 44, 47, 50, 51.

2. Then foot up the totals in the above-named columns, viz, 6, 8, 9, 10, 13 to 36 inclusive, 41, 42, 44, 47, 50, 51, on each sheet; then prepare a separate totals page; transfer to it the totals of each docket sheet, by columns, and add them up; when this grand total is found, enter it at the foot of each column on the last sheet. Several persons can thus be working at the same time. Verify each addition carefully.

3. *Table I.*—Then take Summary Sheet A, and prepare Table I, by entering, in the numbered squares the totals of 1, registrants; 2, quota due; 3, called for examination; 4, failed to appear (docket col. 6, or 36); 5, accepted on physical examination (col. 8); 6, rejected on physical examination (col. 9); 7, certified to district board (col. 35); 8, ordered to report to camp (col. 47); 9, failed to report (col. 50); 10, rejected on physical examination at camp (col. 51).

4. *Table II.*—On Summary Sheet A, prepare also Table II (exemptions and discharges), by entering in the respective squares the totals of claims filed (col. 10), claims allowed (col. 13), claims disallowed (col. 14), discharged on appeal to district board (col. 42), and discharged by district board on industrial claims (col. 44). Then enter the totals of the respective grounds for allowing local board claims in the remaining squares, from columns 15 to 34, as shown on the sheet; the section numbers marked on the squares represent the Regulations numbers which appear at the head of the docket columns.

Make a duplicate of summary sheet A and retain it.

Summary sheet A, if completed first, should be mailed separately to the Provost Marshal General, without waiting to complete summary sheets B and C.

*Be sure to fill in the blanks on each sheet showing the State, county, town or city, and local board number.*



### III.

#### SUMMARIZATION OF DATA CONTAINED ON REGISTRATION CARDS.

Take the registration cards as already distributed into three piles, under Division I; the first pile will contain all cards having neither C nor CA marked in red pencil; the second pile all cards having C only; the third pile all cards having CA. It is immaterial in what order the cards are placed within each pile.

Place each of these piles in a separate box or drawer and keep them separate until all of the ensuing operations are finished. One or more persons can be working on each of these piles while another person is working on another, so that the three piles can be in use by different persons at the same time.

#### MARRIAGE; CITIZENSHIP-ALIENAGE; NATIONALITY.

[Tables III, IV, V.]

##### PILE I (REGISTERED BUT NOT CALLED).

1. *Marriage*.—Take the first pile of cards (containing all cards having neither C nor A marked in red pencil). Deal them out, one by one, into *two* smaller piles, watching for the entry "married" or "single," in line 10 on each card, and placing the "married" in one pile and the "single" in the other pile.

Then count the cards in each of these two smaller piles and enter the total number on the summary sheet for Table III ("marriage"), in Column X, "registered but not called"; on line (1) will be entered the total number in the "married" pile, on line (2) the total number in the "single" pile.

2. *Citizenship and Alienage*.—Put together again in one pile all the cards of Pile I (registered but not called). Then proceed to deal them out again, one by one, into *four* smaller piles, watching for the entry in line 4 on each card, "citizen native," "citizen naturalized," "alien," "alien declarant," placing those having the same entry in the same pile.

Then count the cards in each of these four smaller piles and enter the total number on the summary sheet for Table IV ("citizenship—alienage"), in Column X ("registered but not called"); on line (1) will be entered the total number in the "citizen native" pile, and so on for the remaining three lines.

3. *Nationality*.—Take the "alien" cards just used in the foregoing operation with Pile I ("Registered but not called"). Then proceed to deal them out again, one by one, into *twenty-eight* smaller piles (if there are that many nationalities represented), watching for the entry in line 6 of the registration card, "Of what country, etc," and placing in the same pile those having the same country named. (In the case of the subjects of Great Britain it will be necessary to look also at line 5 of the registration card, showing birthplace, to see whether to enter them under Ireland, etc.)

Then count the cards in each of these 28 piles, and enter the total in the summary sheet for Table V ("Nationality"), in Column X ("registered but not called"), on the lines bearing the names of the respective countries.

Then take all the "citizen native" cards, just used in operation 2, and look for the entry in line 10 of the registration card, "Race," dealing out into one pile all those bearing the entry "African," "negro," "colored," or the equivalent. Count these, and enter the total in line 29 of Table V, in Column X.

Then place together again all the cards of Pile I ("Registered but not called"), ready for use later in the operation below under "Occupations."

**PILE II (CALLED BUT NOT ACCEPTED).**

(This operation can be carried on by another person at the same time that Pile I is being used, as in paragraphs 1-3, above).

1. *Marriage*.—Take Pile II (Called but not Accepted), containing cards bearing the red pencil mark "C" only. Deal them out, one by one, into *two* smaller piles, watching for the entry "married" or "single," in line 10 on each card, and placing the "married" in *one* pile and the "single" in the other pile.

Then count the cards in each of these two smaller piles, and enter the total number on the summary sheet for Table III ("Marriage"), in Column Y ("Called but not accepted"); on line (1) will be entered the total number in the "married" pile; on line (2), the total number in the "single" pile.

2. *Citizenship and alienage*.—Put together again in one pile all the cards of Pile II ("Called but not accepted"). Then proceed to deal them out again, one by one, into *four* smaller piles, watching for the entry in line 4 on each card, "citizen native," "citizen naturalized," "alien," "alien declarant," placing those having the same entry in the same pile.

Then count the cards in each of these four smaller piles, and enter the total number on the summary sheet for Table IV ("Citizenship and alienage"), in column Y, "called but not accepted"; on line (1) will be entered the total number in the "citizen native" pile, and so on for the remaining three lines.

3. *Nationality*.—Take the "alien" cards just used in the operation with Pile II ("called but not accepted"). Deal them out again into *twenty-eight* smaller piles (if there are that many nationalities represented), watching for the entry on line 6 on the card, "Of what country, etc." Place those of the same country in the same pile, as described in paragraph 5 above.

Count the total in each pile, and enter it on the summary sheet for Table V ("Nationality"), in column Y ("called but not accepted"), each total on the line for the respective country.

Then take all the "citizen native" cards, just used in operation 2, and look for the entry in line 10 of the registration card, "Race," dealing out into one pile all those bearing the entry "African," "negro," "colored," or the equivalent. Count these and enter the total in line 29 of Table V, in column Y.

Then place together again all the cards of Pile II ("called but not accepted"), ready for use later in the operation below, under "Occupations."



## PILE III (CALLED AND ACCEPTED).

(This operation can be carried on by another person at the same time that Piles I and II are being used as described above.)

1. *Marriage*.—Take Pile III ("Called and accepted"), containing cards bearing the red-pencil mark CA. Deal them out, one by one, into *two* smaller piles, "married" and "single," as described above in paragraphs 2 and 5. Count the cards in each of these two piles, and enter the totals on the summary sheet for Table III ("marriage"), in column Z ("Called and accepted"), as before.

2. *Citizenship and alienage*.—Put the cards into one pile again ("Called and accepted"). Then deal them out again into *four* smaller piles, as described in paragraph 2 above, according to the entries on line 4 of the registration card.

Count the cards of these four smaller piles and enter the totals on the summary sheet for Table IV ("Citizenship and alienage"), in column Z ("Called and accepted"), in the respective columns for the four classes.

3. *Nationality*.—Take the "alien" cards just used ("Called and accepted"). Then deal them out into *twenty-eight* smaller piles (if there are that many nationalities represented), as just described in paragraph 3 above, according to the country named on line 6 of the registration card.

Then count the cards in each of these smaller piles and enter the total on the summary sheet for Table V ("Nationality"), in column Z ("Called and accepted"), placing each total on the line marked for the respective country.

Then take all the "Citizen Native" cards, just used in operation 2, and look for the entry in line 10 of the registration card, "Race," dealing out into one pile all those bearing the entry "African," "negro," "colored," or the equivalent. Count these, and enter the total in line 29 of Table V, in column Z.

Then place together again all the cards of Pile III ("Called and accepted"), for use later in the operations below, under "Occupations."

The foregoing operations complete the work for Tables III, IV, and V, and Sheets B1 and B2 are ready except for the following:

In each of the Tables III, IV, and V, on the summary sheets B1 and B2, add the figures in each horizontal line, and place the totals in the two right-hand columns, adding (in each line) columns X, Y, and Z to give the Total Registered, and columns Y and Z to give the Total Called. Also fill out the totals in the line at the bottom, thus verifying the additions. The total for Table V should agree with the total of item 3 in Table IV. In Tables III-IV the totals registered (column 4) should agree.

Summary sheets B1 and B2 are then ready. A duplicate should be made and retained by the Board. The originals should be promptly sent by registered mail to the Provost Marshal General.

*Be sure to fill in the blanks on each sheet showing the State, county, town, or city, and local board number.*

## OCCUPATIONS.

[Table VI.]

1. Take Pile I ("Registered but not Called"), containing all cards *not* bearing a red C or CA, and proceed to sort it as follows:

Separate the cards into 30 piles, according to the blue pencil number.

The entire set of cards, when sorted, will lie thus:

10	20	30
9	19	29
8	18	28
7	17	27
6	16	26
5	15	25
4	14	24
3	13	23
2	12	22
1	11	21

Then count the total cards in each pile (1's, 2's, etc., up to 30's).

As the total of each pile is ascertained, enter it in the summary sheet C, "Occupations" (Table VI), under "Registered but not called" (col. X), entering the total 1's on the horizontal line 1, the total of 2's on line 2, and so on, throughout the 30 piles.

(Different persons can be working on Piles I, II, and III at the same time.)

2. Then take Pile II ("Called but not Accepted")—the cards bearing a red C. Separate them similarly into 30 piles, according to the blue pencil number; count the totals in the same way, and enter them in the summary sheet C, "Occupations" (Table VI), under "Called but not accepted" (col. Y), on lines 1, 2, 3, etc., to 30.

3. Then take Pile III ("Called and accepted")—the cards bearing a red CA. Separate them similarly into 30 piles, according to the blue pencil number; count the totals, and enter them in the occupations sheet (Table VI), under "Called and accepted" (col. Z), on lines 1, 2, 3, etc., up to 30.

4. When the totals of all three Piles I, II, III have thus been entered, take the summary sheet C, "Occupations," and make the additions to fill the fourth and fifth columns; i. e., on line 1, add columns X, Y, and Z and enter the total in line 1, column XYZ; then add columns Y and Z and enter the total in column YZ, in line 1.

Then do the same for line 2, line 3, and so on through the 30 lines.

5. The occupation sheet is then complete. Make a duplicate and retain it. Send the original promptly by registered mail direct to the Provost Marshal General.

*Be sure to fill in the blanks on each sheet showing the State, county, town or city, and local board number.*













*U.S. District Marshal's Office*

# Regulations Governing Physical Examinations

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PRESCRIBED BY THE PRESIDENT UNDER  
AUTHORITY OF THE ACT OF CONGRESS  
APPROVED MAY 18, 1917



FORM NO. 11, P. M. G. O.

WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917

WAR DEPARTMENT,  
*Washington, July 2, 1917.*

Under authority vested in him by the act of May 18, 1917, the  
**PRESIDENT OF THE UNITED STATES** prescribes the following Regulations Governing Physical Examinations under said act, and directs that said Regulations be published for the government of all concerned and that they be strictly observed.

NEWTON D. BAKER,  
*Secretary of War.*



# REGULATIONS GOVERNING PHYSICAL EXAMINATIONS UNDER THE SELECTIVE SERVICE ACT OF MAY 18, 1917.

Prepared by the Surgeon General of the Army.  
Prescribed by the President of the United States.

1. It is important, to begin with, that the examining physician should realize that there will be a certain proportion of men among those presenting themselves for examination who will endeavor to obtain exemption by dissimulation, varying from exaggeration of an existing condition not disqualifying to downright malingering, and he should be prepared to protect the Government and himself against such attempts at deception.

2. The physical examination should take place in a large, well-lighted room. The person examined is to be stripped. The examining physician should proceed in substantially the following order, viz:

(a) Observe the general condition of the skin, scalp, and cranium, ears, eyes, nose, mouth, face, neck, and chest. Take weight, height, and chest measurements. Accepted measurements are as follows, all chest measurements to be taken on a level just above the nipple:

Height.		Weight (pounds).	Chest measurement.	
Feet.	Inches.		At expiration (inches).	Mobility (inches).
5- $\frac{1}{2}$	61	118	31	2
5- $\frac{3}{4}$	62	120	31	2
5- $\frac{1}{2}$	63	124	31	2
5- $\frac{3}{4}$	64	128	32	2
5- $\frac{1}{2}$	65	130	32	2
5- $\frac{3}{4}$	66	132	32 $\frac{1}{2}$	2
5- $\frac{1}{2}$	67	134	33	2
5- $\frac{3}{4}$	68	141	33 $\frac{1}{2}$	2 $\frac{1}{2}$
5- $\frac{1}{2}$	69	148	33 $\frac{1}{2}$	2 $\frac{1}{2}$
5- $\frac{3}{4}$	70	155	34	2 $\frac{1}{2}$
5- $\frac{1}{2}$	71	162	34 $\frac{1}{2}$	2 $\frac{1}{2}$
6	72	169	34 $\frac{3}{4}$	3
6- $\frac{1}{4}$	73	176	35 $\frac{1}{2}$	3
6- $\frac{1}{2}$	74	183	36 $\frac{1}{2}$	3
6- $\frac{3}{4}$	75	190	36 $\frac{3}{4}$	3 $\frac{1}{2}$
6- $\frac{1}{2}$	76	197	37 $\frac{1}{2}$	3 $\frac{1}{2}$
6- $\frac{3}{4}$	77	204	37 $\frac{3}{4}$	3 $\frac{1}{2}$
6- $\frac{1}{2}$	78	211	38 $\frac{1}{4}$	4

The following variations below the standard given in the table are permissible, when the applicant is *active, has firm muscles, and is evidently vigorous and healthy*:

Height.	Chest at expiration.	Weight.
<i>Inches.</i>	<i>Inches.</i>	<i>Pounds.</i>
61 and under 64.....	1	8
64 and under 68.....	2	10
68 and under 69.....	2	12
69 and under 70.....	2	15
70 and under 73.....	2	20
73 and upward.....	2	24

To be acceptable, men below 64 inches in height must be of good physique, well developed, and muscular.

Variations in weight above the standard are not disqualifying, unless sufficient to constitute obesity. Unless exceptionally well proportioned, men above 6 feet 6 inches in height should be rejected.

(b) The arms being extended above the head, backs of hands together, the applicant is required to cough vigorously; any form of rupture may now be discovered by the hand and eye, but still better by the index finger passed up to the external ring.

(c) The arms remaining extended above the head, the applicant is required to take a long step forward with the right foot and bend the right knee; the genital organs are now conveniently exposed and varicocele and other defects in the scrotum may be recognized.

(d) Arms down and the man required to separate the buttocks with his hands, at the same time bending forward; this exposes the anus.

(e) Examine heart and lungs; rate of pulse and respiration.

(f) Upper extremities: Make sure that all joints are free and supple, from the phalanges to the shoulder.

(g) Lower extremities: The person under examination is required to leap directly up, striking the buttocks with the heels, to hop the length of the room on the ball of first one foot and then the other, to make a standing jump as far as possible and repeat it several times, to run the length of the room in double-time several times; after which his heart and lungs are reexamined.

(h) *Mental*.—The mental examination should be such as to develop whether or not the man examined is possessed of normal, sound understanding.

(i) *Vision*.—To determine the acuity of vision, without glasses, place the person under examination with back to window at a distance of 20 feet from the test types. Examine each eye separately, without glasses, covering the other eye with a card (not with the hand). The applicant is directed to read the test types from the top of the chart down as far as he can see, and his acuity of vision recorded for each eye, with the distance of 20 feet as the numerator of a fraction, and the size of the type of the lowest line he can read correctly as the denominator. If he reads the 20-foot type correctly, his vision is normal and recorded 20/20; if he does not read below the 30-foot type, the vision is imperfect and recorded 20/30; if he reads the 15-foot type, the vision is unusually acute and recorded 20/15, etc.

(j) In accordance with these conclusions, the minimum visual requirements are as follows: 20/40 for the better eye, and 20/100 for the poorer eye, provided that no organic disease exists in either eye.

(k) *Hearing*.—To determine the acuity of hearing, place the applicant facing away from an assistant who is 20 feet distant and direct him to repeat promptly the words spoken by the assistant. If he can not hear the words at 20 feet, the assistant should approach foot by foot, using the same voice, until the words are repeated correctly. Examine each ear separately, closing the other ear by pressing the tragus firmly against the meatus. The examiner, whose hearing should be normal, faces in the same direction as the candidate and closes one of his own ears in the same way as a control. The assistant should use a low conversational voice (not a whisper), just plainly audible to the examiner, and should use numerals, names of places, or other words or sentences until the condition of the applicant's hearing is evident. The acuity of hearing is expressed in a fraction the numerator of which is the distance in feet at which the words are heard by the candidate and the denominator the distance in feet at which the words are heard by the normal ear; thus 20/20 records normal hearing, 10/20 imperfect hearing, etc. If any doubt should exist as to the truthfulness of the answers given, a watch should be used, care being taken that the individual does not know the distance from the ear at which it is being held; the watch used should be one whose ticking strength has been tested by trial on a normal ear. The hearing with both ears open should not be below 10/20.

3. The following defects are causes for rejection:

*Mental*.—Lack of normal understanding.

*Skin*.—Chronic, contagious, and parasitic diseases, when severe and extensive; chronic ulcers, deep or extensive.

*Head*.—Abrupt depression in skull, the consequence of old fracture.

*Spine*.—Curvatures, caries, abscess. Lateral curvature is cause for rejection when it exceeds 1 inch to either side of the line of spinous processes, especially when it throws the shoulders out of symmetry.

*Ears*.—All catarrhal and purulent forms of otitis media; perforation of tympanum.

*Eyes*.—Acuity of vision below the requirements of paragraph 2 (j); conjunctival affections, including trachoma and entropion; strabismus, diseases of the lachrymal apparatus, exophthalmos, ptosis, asthenopia, nystagmus.

*Mouth, nose, and fauces*.—Deformities interfering with mastication or speech, chronic ulcerations, fissures or perforations of the hard palate, hypertrophy of the tonsils sufficient to interfere with respiration or phonation, loss of voice or manifest alteration of it. The person must have at least four serviceable molar teeth, two above and two below on one side and two above and two below on the other side, and so opposed as to serve the purpose of mastication. A good fitting bridge or plate where not more than one-half of the teeth are involved is not disqualifying.

Obstruction of nostrils, or foul discharges indicative of ozena.

Simple atrophic rhinitis is readily curable. Nasal polypi often mean chronic sinusitis, but are not a bar to acceptance for military



service. Sunken or scarred nose is often indicative of syphilis, while a red bulbous nose suggests alcoholism or indigestion.

*Neck.*—Pronounced goiter, great enlargement or ulcerations of the cervical glands.

*Chest.*—Disease of lungs and heart, especially in flat or narrow or malformed chest. In examining the heart care must be taken not to ascribe to disease the hurried, sharply accentuated action sometimes due to nervousness, fright, or embarrassment, or the irregular action caused by the excessive use of tobacco. Nor should the examiner attach undue importance to the soft systolic murmurs often heard in growing athletic youths, functional and temporary in their nature.

*Abdomen.*—Chronic inflammations of the gastro-intestinal tract, including chronic diarrhea and dysentery and other diseases of the contained organs; great care should be exercised before exempting for these conditions; hernia in all situations.

*Anus.*—Hemorrhoids of a pronounced type, prolapsus, fistula and fissures.

*Genito-urinary organs.*—Syphilis when discernible by inspection and physical examination; tight urethral stricture, undescended testicle, chronic orchitis, marked hydrocele; chronic disease of the bladder and kidneys. Varicocele does not constitute a cause for rejection unless it is so large as to interfere with locomotion; it frequently occurs among the most robust men and often without their being aware of its existence. Gonorrhea, acute and chronic, is not disqualifying, but individuals so affected should be advised immediately to secure appropriate medical treatment pending receipt of orders to report for duty.

*Affections common to both extremities.*—Chronic rheumatism and diseases of the joints of disabling type, irreducible dislocation or false joints, old dislocations if attended with impairment of motion or distortion of the joint, severe sprains, chronic synovitis, badly united fractures, caries, necrosis, atrophy or paralysis, extensive or adherent scars, permanent contraction of muscles.

*Hands.*—Webbed fingers, permanent flexion, extension or loss of motion of one or more fingers; loss or serious mutilation of either thumb, total loss of index finger of the right hand, total loss of any two fingers of the same hand, or loss of the second and third phalanges of all the fingers of either hand.

*Lower extremities.*—Pronounced varicose veins, especially when attended with edema or marks of ulceration, pronounced knock-knees, club feet, flat feet, webbed toes, bunions, over-riding or marked displacement or deformity of any of the toes, hammertoes.

The shin bone, if rough, nodulated, and tender, suggests syphilis.

A broad, flat sole is common in laboring classes, particularly among negroes, and is in no way disabling. In the flat foot which renders a man unfit for service the arch is so far gone that the entire border rests upon the ground, with the inner ankle lowered and very prominent and the foot apparently pushed outward. Flat feet are not infrequently the result of tuberculous process.

4. Any of the physical deficiencies mentioned above must be present in such degree as to clearly and unmistakably disqualify the man for military service before he can be found to be physically deficient and not physically qualified for military service.

5. Temporary effects of acute disease or of an injury are not to be regarded as justifying a finding that the person so affected is physically deficient and not physically qualified for military service, but may be regarded as justifying a reasonable delay in completing the physical examination in order that an opportunity for recovery may be afforded.

6. Upon the recommendation of the Provost Marshal General, medical officers will be directed, from time to time, to visit local boards for the purpose of observing the manner in which physical examinations are being conducted and conclusions based thereon. Such medical officers will be authorized to reexamine men whom the local boards have found to be physically deficient and not physically qualified for military service, and will be required to make a report of each such reexamination.

7. These regulations may be modified at any time by the President of the United States.



|

Form No. 14, P. M. G. O.  
Prepared by the Surgeon General of the Army.

**PHYSICAL EXAMINATION**  
**UNDER THE**  
**SELECTIVE SERVICE ACT OF MAY 18, 1917**  
(See instructions, page 4)

-----  
(Surname)

-----  
(Christian name.)

Serial No. -----  
-----

**STATEMENT OF PERSON EXAMINED**

Have you found that your health and habits in any way interfere with your  
success in civil life? If so, give details: -----  
-----  
-----

Do you consider that you are now sound and well? If not, state details -----  
-----  
-----

Have you ever been under treatment in a hospital or asylum? If so, for what  
ailment? -----  
-----

-----  
I certify that the foregoing questions and my answers thereto have been  
read over to me; that I fully understand the questions and that my answers  
thereto are correctly recorded and true in all respects.

I further certify that I have been fully informed and know that making  
or being a party to making any false statement as to my fitness for military  
service renders me liable to punishment by imprisonment.

-----  
(Signature of person examined.)

----- M. D.,  
Examining Physician.

Place, -----

Date, -----

**PHYSICAL EXAMINATION BY EXAMINING PHYSICIAN OF LOCAL BOARD**

(Person under examination stripped.)

Weight, ..... lbs.; height, ..... inches.

Girth of chest (at nipples): At expiration, ..... inches.

At inspiration, ..... inches.

General examination (head, chest, abdomen, extremities): .....

.....

.....

Nose and throat: .....

.....

Heart: .....

.....

Genito-urinary organs (urine will be examined in suspicious cases): .....

.....

.....

Hernia: .....

.....

Hemorrhoids: .....

Flat foot or other deformities of feet: .....

.....

Eyes: .....

Vision—Right eye, .....; left eye, .....

Ears: .....

Hearing—Right ear, .....; left ear, .....

Teeth:

	Right.																Left.							
Missing	8	7	6	5	4	3	2	1	1	2	3	4	5	6	7	8								
Teeth:	8	7	6	5	4	3	2	1	1	2	3	4	5	6	7	8								

(Strike out those that are missing.)

Remarks: .....

.....

.....

.....

I certify that I have carefully examined the person named on the first page hereof and have carefully recorded the results of the examination, and that it is my judgment and belief that he is \*physically qualified for military service \*physically deficient and not physically qualified for military service by reason of .....

.....

..... M. D.,  
Examining Physician.

Place, .....

Date, .....

\*Strike out clause not applicable.

## FINDING OF LOCAL BOARD

Place, \_\_\_\_\_

Date, \_\_\_\_\_, 191

The Local Board finds the person named on the first page hereof \*physically qualified for military service \*physically deficient and not physically qualified for military service by reason of \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk, Local Board.

\_\_\_\_\_  
Executive Officer, Local Board.

\*Strike out clause not applicable.

## PHYSICAL EXAMINATION AT PLACE OF MOBILIZATION

(Person under examination stripped.)

Weight, \_\_\_\_\_ lbs.; height, \_\_\_\_\_ inches.

Girth of chest (at nipples): At expiration, \_\_\_\_\_ inches.

At inspiration, \_\_\_\_\_ inches.

General examination (head, chest, abdomen, extremities): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nose and throat: \_\_\_\_\_

\_\_\_\_\_  
Heart: \_\_\_\_\_  
\_\_\_\_\_

Genito-urinary organs (urine will be examined in suspicious cases): \_\_\_\_\_

\_\_\_\_\_  
Hernia: \_\_\_\_\_  
\_\_\_\_\_

Hemorrhoids: \_\_\_\_\_

\_\_\_\_\_  
Flat foot or other deformities of feet: \_\_\_\_\_  
\_\_\_\_\_

Wassermann reaction: \_\_\_\_\_

\_\_\_\_\_  
Eyes: \_\_\_\_\_

Vision—Right eye, \_\_\_\_\_; left eye, \_\_\_\_\_

Ears: \_\_\_\_\_

Hearing—Right ear, \_\_\_\_\_; left ear, \_\_\_\_\_

(12)

Teeth:

	Right.	Left.
Missing } Upper, 8 7 6 5 4 3 2 1	1 2 3 4 5 6 7 8	
Teeth: } Lower, 8 7 6 5 4 3 2 1	1 2 3 4 5 6 7 8	

(Strike out those that are missing.)

Remarks: -----

I certify that I have carefully examined the person named on the first page hereof and have carefully recorded the results of the examination, and that it is my judgment and belief that he is \*physically qualified for military service \*physically deficient and not physically qualified for military service by reason of -----

Place, -----

Date, -----

\*Strike out clause not applicable.

### INSTRUCTIONS

1. The name of the person examined and the serial (red ink) number of his registration card will be entered in the spaces for that purpose on page 1 exactly as they appear on his registration card.
2. The questions under the heading "Statement of Person Examined" will be asked by the examining physician and the answers recorded by him before the person to be examined has been stripped. Any answer indicating a possible disqualification will be followed up by searching inquiry and examination and the result noted in the examining physician's report.
3. The physical examination will conform strictly to the requirements of this form and all prescribed regulations and instructions governing physical examinations under the Selective Service Act of May 18, 1917.
4. Deviations from normal, though not cause for finding the person examined physically deficient and not physically qualified for military service, will be noted under the proper headings.
5. The space under the Remarks will be used for continuation of an answer if the allotted space is insufficient, and for any further statement that the examining physician may desire to make.
6. In each case in which, after examination by one examining physician, a reexamination by another is required by regulations, an independent report of the reexamination will be made on this form; and the word "Reexamination" will be entered in red ink under the words "Serial Number" on the first page of the report of the reexamination. After completion of the reexamination the report thereof will be permanently attached to the report of the original examination.





1

1

WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

INSTRUCTIONS  
FOR THE  
PHYSICAL EXAMINATION  
OF  
DRAFTED MEN  
AT  
NATIONAL ARMY  
CANTONMENTS

1917

WAR DEPARTMENT,  
OFFICE OF THE SURGEON GENERAL,  
WASHINGTON, AUGUST 25, 1917.

The following circulars and memoranda are assembled and published  
in this form for the convenience of the medical examiners.

W. C. GORGAS,  
*Surgeon General, U. S. Army.*

WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

August 22, 1917.

MEMORANDUM NO. 3.

ON THE PHYSICAL EXAMINATION OF DRAFTED MEN  
AT NATIONAL ARMY CANTONMENTS.

1. The original physical examination of men drafted under the Selective Service Act of May 18, 1917, is made by local boards on Form No. 14, Provost Marshal General's Office (copy enclosed), and the original form is forwarded with the man to the mobilization (cantonment) camp. (See Note \*.)

2. The re-examination of drafted men, provided in Section 17, Mobilization Regulations (Form 31), should be made under the direction of the Division Surgeon with the least practicable delay after their arrival at the cantonment, as follows:—

- (a) The preliminary examination.
- (b) The final examination.

3. The PRELIMINARY EXAMINATION should be conducted at Regimental Infirmaries (if practicable) by regimental medical officers, and such other medical examiners as may be detailed by proper authority. (See Note †.) As a result of this examination medical officers are authorized to accept for service all men who are mentally and physically qualified. All cases recommended for rejection and doubtful cases of every sort will be reported by name to the Division Surgeon for further examination.

4. The FINAL EXAMINATION. At each cantonment specialists have been detailed to conduct the final examination, as follows: examiners for visual defects and diseases of the eye; for defects of hearing and diseases of the ear, nose and throat; for diseases of the lungs; for diseases of the heart and vascular system; for mental and nervous diseases; for diseases of the bones and joints, including the feet; for dental defects; and for general disqualifying conditions not covered by these specialties.

5. Drafted men whose physical condition has been reported to the Division Surgeon as in doubt, or deserving of discharge, at the preliminary examination, will be referred to the medical examiner of the specialty concerned. The special examiner will make such tests and examinations as he may deem necessary. In all cases where there is agreement between the specialist and the regimental surgeon the latter should accept or reject as the case may be; in case of disagreement, the matter should be referred to the Division Surgeon.

\*NOTE.—The latest information (August 25, 1917) as to the probable dates of arrival of drafted men at cantonments is as follows: One per cent of the total quota on September 5, 6, 7, 8 and 9 (5 per cent in all); 40 per cent beginning September 19; 40 per cent beginning October 3, and the remaining 15 per cent as soon thereafter as practicable.

†NOTE.—A scheme is suggested (page 4) for making physical examination of men in large numbers; it has been found to work well and should be used if practicable. The Division Surgeon should detail at least one noncommissioned officer and eight enlisted men of the Medical Department for this duty for each regiment. A retained record will be made on the Examination Card (Form 88); a sufficient supply has been sent to the Division Supply Officer. The physical standards for this examination are contained in Form No. 11, Provost Marshal General's Office (copy enclosed) and in special memoranda and circulars enclosed.



6. In addition to the corps of special examiners, the Division Surgeon may appoint from the cantonment personnel such additional medical examiners as may, on account of special training, be particularly competent to determine the qualifications of recruits. These examiners will pass upon general disqualifying conditions not covered by the other specialists.

#### METHOD OF EXAMINATION

7. The Regimental Surgeon should request the Regimental Commander to furnish daily at 7 P. M. a list of the names in full of the men to be examined the following day, together with physical forms (No. 14 P. M. G. O.) in each case. The Surgeon will have a recruit examining card (Form 88, Med. Dept. 1917) made for each drafted man from this list, numbering each card numerically beginning with one. This will be done the night before the examination.

8. On the morning of the examination, Company Commanders will have the men report at 6:30 at the Regimental Infirmary and turned over to a Sergeant of the Medical Department designated to receive them. A roll call is made by this Sergeant who should have in his possession the recruit examination cards. Each man is now given his card and proceeds to the room for examination of eyes. This is done by two enlisted men of the Medical Department in the presence of a medical officer; the vision of each eye should be tested separately at a distance of 20 feet and the results recorded on the recruit card in the proper place. The recruit is now faced about and his hearing tested at 20 feet by a low conversational voice, testing one ear at a time, the other being closed by pressure on the tragus. The nose, throat and ears are now examined by reflected light. Any deviation from normal is recorded on recruit card. If the man is found disqualified for any cause, the facts are plainly stated on the card and the case referred to the specialist.

9. Having completed this portion of the examination, the men are taken in lots of 30 and in numerical order to the main examining room. Numbers 1 to 15 are lined up on one side, 16 to 30 on the other. They strip and face the examiner, who has a clerk seated near him with the recruit cards of the men to be examined. All the men on one side of the room hop in a circle first on one foot, then on the other, keeping well up on the toes to determine strength of feet. The same procedure is repeated on the other side. Note any weakness and if necessary refer to specialist.

10. Upon completion of hopping test, have them line up again and proceed with the general examination as follows: Have each man face the examiner, scrutinize him carefully, taking into consideration his general physique and intellectual appearance. If not muscular, well proportioned and healthy looking, refer to the specialist to have weight, height and chest measurements taken for a final decision. Exercise all joints, at the same time asking such questions as may aid in forming an opinion as to his mentality. Begin at top of head, passing hands through hair to detect abnormalities, depressed fractures, adherent scars, etc. Next, examine the eyes, pulling down lower lids and inverting upper ones. Open the mouth and carefully scrutinize teeth, look for mucous patches, protrude tongue to note tremor; make Romberg test. Pass hand over front and back of neck, examining for goitre and enlarged glands. Observe clavicle and ribs for any enlargements. Note conformation of chest. Examine heart and lungs with stethoscope. Pass hand over edges of liver, spleen and gall bladder. Note any abdominal scars and test for ventral hernia. Have applicant stand on toes and cough at same time. Place your finger in

inguinal rings and test for hernia. Have the man pull back the foreskin of his penis and observe for ulcers, then strip forward to detect gonorrhea; examine scrotum; observe extremities for atrophy, varicosities, shortening ulcers or adherent scars, especially over shins, oedema or thickening of periosteum. Examine feet carefully and note defects.

11. Face applicant about; begin at top of head and proceed down in similar manner. Look for atrophy of subscapular muscles, marked winged scapulae, curvature of spine, Potts' disease, ankylosis of spine. Have applicant bend over and pull buttocks apart; look for hemorrhoids, fistula, condylomata, etc. Observe lower extremities for varicosities, atrophy, etc. Have applicant hold up first one foot and then the other; look for corns, callosities, also note the outline of the dust on the bearing surface of the foot. During the entire examination ask such questions as may aid you in determining the fitness of the applicant. Bear in mind that you are examining drafted men and do not be influenced by subjective symptoms where there are not objective signs to bear out the statements. This completes the physical examination.

12. After the preliminary examination and before the man dresses, he should receive his first dose of triple vaccine and the smallpox vaccination. The site of the inoculation should be just above right posterior axillary fold; this area should be painted with iodine solution prior to inoculation. The insertion of left deltoid should be the site of the smallpox vaccination, which should be well cleansed with soap and water and wiped dry with alcohol. It will require two enlisted men to do this work. The fact of vaccination and inoculation should be noted on recruit examining card at the time. *All men, whether accepted or rejected, should receive the vaccination and inoculation.*

13. All cases recommended for rejection at the preliminary examination and all doubtful cases must be referred to a specialist. The recruit examining card will show for what cause the man is referred and the specialist will note his findings and action thereon.

14. The cases to be referred to the specialists together with their recruit examining cards are now sent to the place for special examination.

15. The Regimental Surgeon should furnish to the Regimental Commander daily a list of the men accepted and a list of those recommended for discharge. Notes on the recruit examining cards should be transcribed on the physical forms. *Weight, height and chest measurements, will be copied from data on physical forms (No. 14 P. M. G. O.) furnished by the local boards, except in those cases referred to the specialist for retaking of weight, height and chest measurements, in which case the specialist will note his findings in the proper place on the recruit card.*

16. The recruit examination card should be retained by the Regimental Surgeon until all immunizations are completed and noted. It should then be sent to the Division Surgeon for file.

17. The identification record (Form No. 260, A. G. O.) will be made in accordance with existing regulations. The necessary equipment will be found in the Emergency Recruiting Outfit (Par. 952, M. M. D.). These have been supplied to National Army Cantonments at the rate of one to each 2,000 men.

By order of the Surgeon General:

H. P. BIRMINGHAM,  
Colonel, Medical Corps.



WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

August 22, 1917.

MEMORANDUM NO. 4.

ON THE VISUAL EXAMINATION OF DRAFTED MEN  
AT NATIONAL ARMY CANTONMENTS.

1. For visual requirements see Form 11, P. M. G. O., paragraph 2, (i) and (j).
2. For method of testing vision see Form 11, P. M. G. O., paragraph 2, (i). The test card must be well lighted.
3. In testing vision, when doubt exists as to the ability of the individual to read the test letters, he will be referred to the special examiner for malingering tests.
4. The lids of every individual selected by the draft will be turned for the purpose of determining the presence of trachoma. All suspicious cases will be referred to the special examiner.

TESTS FOR THE DETECTION OF MALINGERERS.

5. Malingerers who wish to evade military service may be divided into two classes as follows:

"A"—Those who claim total loss of vision in one eye.

"B"—Those who claim partial loss of vision in one or both eyes.

Either group may have a normal acuity of vision or may exaggerate a defect actually present.

6. In testing for malingering the medical examiner should bear in mind that detection is more likely to result when the man is allowed to believe that his case is regarded from the first to be genuine and that his story is not discredited. There is something indefinable in the bearing of the malingerer which experience alone can detect. He may be self-assertive and over-confident; he may be hesitating or evasive. Careful observation should be made of his conduct and every movement noted. The nature of the man's answer should be taken into account and considered in the light of the kind of reply that is given when a genuine refraction case is being dealt with.

EQUIPMENT.

7. The following equipment will be supplied:—

- (a) Trial frame; 1 blank; spherical lenses, +16, +3, +0.25, -3, -2, -1, -0.25 (to be found in regular medical corps equipment).
- (b) Two prisms, one 6°, one 10° (in regular equipment).
- (c) Ophthalmoscope, electric (battery in handle).
- (d) Condensing lens.
- (e) Loupe.
- (f) Red and green letters on glass: (a) letters varying in size; (b) spectacle frame containing red and green glasses.
- (g) Special test cards, one a duplicate, with letters reversed to use with a mirror.
- (h) Mirror large enough to reflect test card.
- (i) One stereoscope with special cards.
- (j) Retinoscope (electric, with battery in handle).
- (k) Ruler, about one and one-quarter inches wide.

## METHODS OF EXAMINATION.

8. Class "A," total loss of vision in one eye.

(a) A 6° prism base downward is placed before the admittedly sound eye, while the man looks at a distant light or candle; if he sees two candles, binocular vision is proved. The examiner may vary the test by placing the prism before the "blind" eye, either base up or base down.

(b) A prism of 10° with base outward is placed before the "blind" eye. If there is any sight in this eye, double vision will be produced and the eye will be seen to move inward to correct it and fuse the two images.

(c) The alleged "blind" eye is covered. A prism of 10° with the apex up is placed before the seeing eye in such a position that its edge lies horizontally across the center of the pupil. This produces monocular diplopia. The prism is then moved upward so as to be completely in front of the good eye and at the same time the "blind" eye uncovered. If diplopia is produced or admitted, there is sight in the "blind" eye.

(d) *Test with Colored Glasses and Letters.*—This consists in directing the individual to read a row of red and green letters through a red and green glass. The red letters will be invisible to the eye that has the green glass before it and vice versa, but if all the letters are correctly read irrespective of their color, there must be sight in the "blind" eye. Further, the smallest letters correspond with the 20/40 test letters and if read at twenty feet indicate vision up to standard. To determine this, reverse the glasses and direct the letters to be read. As these letters are seen by transmitted light, the proper illumination back of the chart must be observed.

(e) *Test with Trial Glasses.*—A high plus glass is placed before the good eye and a low plus or minus before the "blind" eye. If the distant type is read, the vision in the "blind" eye is good.

(f) *The Stereoscopic Test.*—This may be made with ordinary stereoscope, the printed matter so arranged that certain portions of it are not present before one or both eyes.

(g) *The Bar Test.*—Interpose a ruler about one and one-quarter inches wide vertically midway between the two eyes at about four to five inches distance; direct the man to read from a printed page with lines at least four inches long. If able to read the lines, binocular vision exists.

(h) The action of the pupil must be carefully tested, there usually being no movement to light stimulation when the eye is blind.

9. If the examiner is not satisfied, the following examination should be made:—

(a) *Oblique Examination.*—A careful examination of the cornea should be made with the aid of a condensing lens and loupe.

(b) *Ophthalmoscopic Examination.*—A searching examination with the ophthalmoscope should be made, together with an estimation of the refractive error. The pupil should be dilated if necessary.

10. Class "B." The most common manifestation of malingering takes the form of a statement that one eye is imperfect. Men pleading this disability may be divided into two classes:—

(a) Those who pretend to have a visual defect.

(b) Those who are aware that they have a visual defect and exaggerate its effect.

No hard and fast tests can be prescribed for the detection of these cases. Much depends on the alertness and ingenuity of the medical examiner.

The tests with prisms are not applicable here, for there is not pretended blindness in one eye, but simply an alleged diminution of visual acuity.



## METHODS OF EXAMINATION.

## 11. Class "B." Partial loss of vision in one or both eyes.

(a) *Mirror Tests with Special Test Cards.*—(See equipment No. 7.) Test cards are used which are identical, one having the letters reversed. The recruit is directed to read the letters on the chart across the room, and then in a mirror beside it, which reflects reverse letters that are placed over his head. The letters seen in the mirror are located double the distance of the direct letters from the man being examined. The malingerer is apt to read in the mirror the line which he read on the first card, showing that his vision is twice as good as he pretends.

(b) *Trial Frame Test.*—Place a trial frame upon the man's face and put before the sound eye a high convex lens (+16D), and before the "blind" eye a plane or weak lens (+0.25), which will not interfere with vision. If letters placed at a distance of twenty feet are read, the fraud is at once exposed.

(c) Oblique examination with condensing lens and loupe to determine corneal or lenticular opacities.

(d) *Ophthalmoscopic Examination.*—It is probable that the malingerer will resist the ophthalmoscopic examination by frequent winking or rolling of the eyes. In this event it is best to caution the man that a report of his vision must be made, and then to postpone further examination until after the next few recruits have been examined.

(e) Estimate the refractive error with the use of the ophthalmoscope. If no error of marked degree exists and the media and fundi are normal, the relation between the alleged vision and the refractive condition furnishes an important clue. If the error is about +4.00 or -2.00 the visual acuity could be about 20/100, but when the defect cannot be accounted for objectively and the vision is brought from 20/100 to 20/50 or 20/30 by means of a low plus or minus glass, the man is malingering.

(f) *Retinoscopy.*—Look for corneal and lenticular opacities and estimate refractor errors.

12. Occupation. The man's occupation in civil life may have been such that it could not have been followed without more vision than he claims.

13. In the absence of ocular defects, continuous and persistent blepharospasm, the use of colored glasses, eye shades or eye bandages should be regarded with suspicion.

14. Diplopia. Cases of malingering are occasionally met with in which the man complains he sees double. These must be investigated with the application of the ordinary tests as if they were genuine, with every precaution taken to guard against a serious lesion being overlooked.

By order of the Surgeon General:

H. P. BIRMINGHAM,  
Colonel, Medical Corps.



WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

August 22, 1917.

MEMORANDUM NO. 5.

ON THE AURAL EXAMINATION OF DRAFTED MEN  
AT NATIONAL ARMY CANTONMENTS.

1. To determine the acuity of hearing, see Regulations Governing Physical Examinations, Form No. 11, P. M. G. O., page 5, section (k), "Hearing." All doubtful cases are to be referred to the special examiner.

2. The minimum of hearing which permits acceptance is as follows: With both ears open the hearing should not be below 10/20. One ear may be completely deaf but the other should have one-half normal hearing, that is 10/20. In all cases of lowered hearing, the presence of impacted cerumen should be excluded. Refer such cases to the special examiner.

3. The aural conditions which disqualify the recruit are as follows: Any aural discharge. The membrana tympani may be much retracted and thickened. If, however, the total hearing is one-half normal, 10/20, the recruit should be accepted. The membrana tympani may be perforated. If the ear is dry and the total hearing one-half normal, 10/20, the recruit should be accepted. The membrana tympani may be practically absent. If the ear is dry, and there are no such symptoms as nystagmus, nausea, vertigo or headache, the recruit should be accepted. As before, the total hearing should be at least one-half normal.

4. Cases suspected of malingering should be referred to the special examiner. The following tests for feigned deafness or malingering are suggested:

(a) The Wagner Malingering Phone is believed to be the best instrument for detecting feigned deafness. The instrument consists of a funnel which receives the sound. This is connected with a flexible tube, which again is connected with a "Y"-shaped metal tube. On each of these bifurcating ends another flexible tube is attached, into the ends of which are inserted two funnels sufficiently large to cover the entire external ear. The length of the instrument is at least two (2) meters in order to exclude the hearing by air conduction of sound external to the instrument. The method of making the examinations is as follows: The man who is to be examined holds the metal ear pieces tightly over each ear, and is directed to close his eyes during the examination. An assistant stands behind and grasps the tubes to the ear pieces, holding one in each hand, ready at a sign from the examiner to stop off the tube to the right or to the left ear by pinching it tightly. The examiner also stands behind the recruit. The examiner holds the funnel or mouthpiece and whispers into it such numbers as 77—66—54, and short sentences. If the man who is being examined has normal hearing he hears what is whispered into the receiver equally well in both ears. In order to detect malingering the examiner nods to the assistant to close the tube which leads to the good ear. If the man who is being examined repeats correctly what is whispered into the receiver, he is hearing with the ear which he claims is deaf. It is necessary that the assistant pinch the tubes without jarring, otherwise the motion is communicated to the excluded ear, and in this way may give the recruit a hint of the working of the test.

(b) Another test is to exclude the good ear by having the assistant press the tragus of the recruit's ear inward. The examiner then presses

firmly below the tip of the mastoid process of the good ear until the recruit flinches. Then the examiner says, "If you will open your mouth it will not hurt you." The recruit usually opens his mouth. If he does so, he is feigning deafness.

5. The Wagner Malinge Phone will be supplied to each base hospital.

By order of the Surgeon General:

H. P. BIRMINGHAM,  
*Colonel, Medical Corps.*

WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

August 23, 1917.

MEMORANDUM NO. 6.

ON THE EXAMINATION OF DRAFTED MEN  
IN NATIONAL ARMY CANTONMENTS  
FOR PULMONARY TUBERCULOSIS

1. Each soldier should be required to exhale his breath, cough, and immediately breathe in. The chest should be auscultated during this process. All men who show moist sounds during cough, or during respiration, should be classed as doubtful cases. All cases should also be classed as doubtful in which there is well-marked dullness on percussion, increased transmission of voice, harsh respiration, and prolonged expiration, even though there be no rales present. Men under weight, or with sunken or deformed chests, should be considered with special care, and if the conditions are marked, should be classed as doubtful, even though definite signs of tuberculosis are not detected.

2. Regulations for the information of medical officers for use in connection with examinations for pulmonary tuberculosis are covered by Circular No. 20, S. G. O., 1917.

By order of the Surgeon General:

H. P. BIRMINGHAM,  
*Colonel, Medical Corps.*

WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

June 13, 1917.

CIRCULAR NO. 20.

The following is published for the information of medical officers for use in connection with examinations for pulmonary tuberculosis in the military service.

The duties of the examiner are:

1. To exclude cases of manifest tuberculosis from the army.
2. To hold to service men who allege tuberculosis as a ground for exemption or discharge on the basis of insufficient or incorrectly interpreted signs and symptoms.
3. To determine in the case of soldiers accepted for the military service the existence of pulmonary tuberculosis, and to decide whether or not the disease has been incurred in the line of duty.

Men who desire to serve their country may conceal from patriotic motive symptoms of tuberculosis which they know or suspect to exist. Some tuberculous patients will seek enlistment with a view of obtaining treatment and a pension. Some soldiers who have volunteered may repent their action and allege symptoms of tuberculosis with a view to securing discharge. Some conscripts may be expected to claim the existence of tuberculosis as a ground for exemption, and may fortify their claims by certificates of physicians and by radiographs. There will probably be many cases in which pulmonary tuberculosis will have been diagnosticated on the ground of subjective symptoms and of physical signs which are normal or indicate unimportant and healed lesions of some kind.

It is necessary therefore that conclusions of the examiner shall be based only on physical signs, sputum examinations and radiographs. Statements of the subject as to symptoms will not be accepted as proof of the existence of tuberculosis unless supported by objective evidence.

It is the duty of examiners to protect the interests of the Government by preventing men from entering the service who have manifest tuberculosis. It is equally their duty to prevent the escape from service on the ground of tuberculosis of men who present slight or doubtful deviations from the normal. It is therefore necessary to insist that recommendations for discharge for tuberculosis of otherwise apparently healthy and vigorous men shall be based only upon the presence of definite and plainly marked signs of pulmonary lesions.

The following signs will not be regarded as evidence of pulmonary disease in the absence of other signs in the same portion of the lungs:

1. Slightly harsh breathing, slightly prolonged expiration over the right apex above the clavicle anteriorly and posteriorly to the third dorsal vertebra. The same signs at the extreme apex left side.
2. Same signs second interspace right anteriorly near sternum (proximity of right main bronchus).
3. Increased vocal resonance, slightly harsh breathing immediately below center of left clavicle.
4. Fine crepitations over sternum or heard when stethoscope touches the edge of that bone.
5. Clicks heard during strong respiration or after cough in the vicinity of the costosternal articulations.
6. The so-called atelectatic rales heard at the apex during the first inspiration which follows a deeper breath than usual or a cough.
7. Sounds resembling rales at base of lung (marginal sounds), especially marked in right axilla, limited to inspiration.
8. Similar sounds heard at apex of heart on cough (lingula).
9. Slightly prolonged expiration at left base posteriorly.
10. Very slight harshness of respiratory sounds with prolonged expiration in the lower paravertebral regions of both lungs posteriorly, most marked at about angle of scapula, disappearing a short distance above that point, equal on both sides, or slightly more marked at the angle on one side, more frequently the left.

*The apices.* Incipient tuberculosis of the apex is often erroneously diagnosticated:

1. On account of misinterpretation of normal signs.
2. Because the importance of minor differences between the two sides is exaggerated.
3. Because signs of a healed lesion are considered to indicate an incipient lesion.

For No. 1, see No. 1, page 1.



With regard to No. 2, it is not too much to say that, given a sufficiently minute examination, there would be few men who would fail to show some signs which might be interpreted as having pathological significance.

No. 3. The truly incipient tuberculosis of the apex generally escapes detection when in an active state. When healed it constitutes the abortive tuberculosis of Bard. Induration of the apex has been described by Krönig as a non-tuberculous affection. The important question here is whether the signs present indicate a healed or active process. They are harshness of respiratory sounds, prolongation of expiration, increased conduction of voice, and more or less dullness on percussion. These signs are caused by induration of pulmonary tissue. Induration caused by acute inflammation is relatively rare in tuberculosis. It is not characteristic of a recent but of an advanced process, when present to an extent which permits detection by clinical methods. When it does occur, the subject is usually febrile and evidently ill. In cases of ambulant subjects in apparently good health the presumption is that the above signs indicate an old not an incipient lesion. The abortive tuberculosis of Bard and Krönig's apical induration, whether or not it is due to an obsolete tuberculosis, are not a cause for rejection in the absence of tuberculous disease at a lower level in the upper lobe. Narrowing of Krönig's isthmus is extremely common. It is not a sign of recent disease, but of contraction of the lung from old disease. In consideration of the frequent asymmetry of the bony structures about the apices slight differences in the width of the isthmus on the two sides are unimportant. A distinct contraction of one side points to the existence of a tuberculous focus of the upper lobe; whether or not this focus is of clinical importance must be determined from the signs in the individual case. Contraction of the isthmus *per se* is not a cause for rejection. The attention of examiners is particularly invited to the necessity of exercising great conservatism in their interpretation of physical signs over the apices. Interpretation of such signs as indicating active tuberculosis would in many cases do the Government great injustice, leading to the exclusion of men who are fit for service. The only trustworthy sign of activity of apical tuberculosis is the presence of persistent moist rales.

## DIAGNOSIS OF TUBERCULOUS LESIONS IN GENERAL.

### THE ACUTE LESION.

If small, this lesion is manifested by rales with or without changes in breath sounds, percussion note and voice transmission. The more acute the lesion the greater the probability that its presence will be indicated only by rales. If of large extent the process is distinctly a broncho-pneumonia, generally caseous; characterized at first by the usual signs of pneumonia, crepitant and subcrepitant rales; when caseated by absence of rales except coarse and distant rales from the larger bronchi, also by impairment of expansibility of the lung, and more or less dullness or tympanitic resonance; when breaking down by cavity signs and the presence of loud moist rales of varying size. Large acute lesions are rarely found in candidates for enlistment and the small acute lesion is also comparatively rare. Tuberculosis as it presents itself to the army examiner is usually of a chronic type.

### THE ARRESTED CHRONIC LESION.

It is by no means rarely the case that a tuberculous lesion will run its course and become arrested without the knowledge of the subject

who may state in perfectly good faith that he has never had tuberculosis. The arrest of a lesion is indicated by the absence of rales. Such a lesion is characterized by harshness of breath sounds and prolongation of expiration, by increased vocal fremitus and resonance and by more or less pronounced dullness on percussion.

#### THE ACTIVE CHRONIC LOCALIZED LESION.

Activity is denoted by the presence of rales, together with the other signs described under the arrested lesion. Rales do not necessarily show that the lesion is extending nor that the activity is of much clinical importance, but in military practice the presence of rales accompanied by breath changes and other signs should be an indication for rejection. The more active and recent the chronic lesion the less marked the breath changes and the more conspicuous the rales.

#### DISSEMINATED TUBERCULOSIS.

True military tuberculosis is not likely to come to the attention of the military examiner. The *peribronchial type* is common and frequently not recognized. In the adolescent the peribronchial tuberculosis may be extending from the deep lung without as yet developing a superficial focus. It may be manifested only by the presence of distant rales with or without slight changes in the breath sounds which are of a slight broncho-vesicular quality. If the case is well marked there will be impairment of expansibility of the affected side and increased vocal resonance. Less pronounced cases are distinguished from chronic bronchitis only by the character of the rales (coarser in bronchitis) and by their topical distribution.

More frequently the peribronchial type is found accompanying a superficial focus. Broncho-vesicular breathing may extend some distance below the limits of the superficial focus with or without rales. But the most important manifestation of the peribronchial type is extension to the formerly sound side. There may be a small, obscure, apparently arrested lesion of one side, usually the right, with a peribronchial extension involving the whole or the greater part of the other lung manifested only by the presence of rales after expiration and cough.

A definitely demonstrated tuberculous lesion of more than insignificant size below the apex is cause for rejection, whether such lesion be active or inactive. But men whose qualifications make their service of especial value to the Government should not be rejected without previous report of their cases to higher authority if the lesion found is not very large and is entirely quiescent. In case of the acceptance of a man with tuberculosis a careful record of the case should be made for the protection of the Government. Such cases should be frequently re-examined.

In ambulant afebrile subjects harshness of breath sounds and prolongation of expiration characterize the old and relatively dry lesion, while the more acute the process the less marked are the breath changes and the greater are the conspicuousness and significance of rales. No examination for tuberculosis is complete without auscultation following a cough.

#### THE METHOD OF "EXPIRATION AND COUGH."

It is best executed as follows: Starting from the state of rest of the lung the subject forcibly expels the air from the lungs, reserving the last portion of the expiration for a short cough, after which in-



spiration immediately follows, but only enough air is inhaled to return the lung to the state of rest. The idea is to diminish the size of the bronchi as much as may be by expiration, then to cough to stir up forcibly such fluid as may be present in them. The moisture is more likely to be moved by the current of air and so produce rales when the tubes are of their least caliber. This procedure should invariably be employed in examinations in order to determine the activity of lesions found by other signs and also to detect the existence of fresh disseminated tuberculosis.

#### EXAMINATION OF SPUTUM.

The presence of tubercle bacilli in the sputum is a cause for rejection. Examiners should, however, take pains to convince themselves that the sputum examined came from the lungs of the person under examination. To this end they should insist that the sputum be coughed up in their presence or in that of the pathologist who makes the microscopical examination.

#### TUBERCULIN.

It is well recognized that a positive reaction to tuberculin, especially in the young adult, is not a proof of the presence of active, clinically important tuberculosis. Tuberculin only demonstrates activity of the tuberculous process in the clinical sense when it can be shown to produce a focal reaction. Such reaction is not without danger. Since therefore tuberculin rarely leads to a correct diagnosis and may do injury its general use in the diagnosis of tuberculosis in examinations for enlistment is prohibited.

#### X-RAY.

Only well marked pathological changes are revealed by radioscopy. For the accurate diagnosis of tuberculosis recourse should always be had to the study of the X-ray negative. It is not of course practicable to use radiography extensively for the determination of tuberculosis during the examination of recruits. But the X-ray will doubtless be often employed in doubtful or disputed cases so that it is necessary to consider the rules which should obtain in reading the radiograph.

Morbid changes in the lungs are shown by shadows due to two substances: First, blood; second, fully organized connective tissue. Blood imprints a shadow on the negative only when present in abundance. The congestion of lobar pneumonia is typical. Bronchopneumonia of tuberculous origin may also cast shadows, but only when the process is acute, the congestion great. Frequently the tuberculous process runs so chronic a course that the inflammatory reaction is insufficient to congest the lung enough to produce a shadow. The shadow of congestion is not sharply outlined; it melts away at its borders.

Connective tissue in the parenchyma of the lung away from the hilus is not normally present in sufficient quantity to retard appreciably the passage of the X-rays, except as it occurs in connection with and as a part of the various tubes, bronchi, blood vessels and lymphatics. As a result of proliferative inflammation connective tissue develops as a fibrous thickening of these tubes, particularly the bronchi and the lymph vessels, which casts a shadow deeper than normal; the older the process and the better organized the tissue, the denser the shadow and the sharper its outline. Tubercle, caseations as such, cast no shadows distinguishable from the other tissues of the parenchyma.

It has been found that cubes, 1 cubic cm. in size, of caseous tubercle when embedded in a healthy lung were indistinguishable by the X-ray. But if the caseations become calcified or are even impregnated abundantly with mineral salts they become opaque to the X-ray. In general, and especially if one has to do with the shadows of tubes, it may be said that fuzziness of outline means acute vascular congestion, an active process. On the other hand when the shadows of the cubes are sharp we have a process which if active at all is at least not characterized by great acuity, is not congestive. There is what is called dry tuberculosis of the lung tissue, which inclines to abundant formation of connective tissue, to dry caseations and cicatrizations or to complete transformation into fibrous tissue, characterized by sharply outlined granular spots and by more or less sharply marked bands and streaks. Special attention is called to the persistence of the sharply outlined dots and lines when activity of the tuberculous process no longer exists.

The sharply outlined thickenings of the bronchi and other tubes may be evidence of an old inflammation now entirely obsolete, may be simply records of the ancient history of the pulmonary tuberculosis.

We do not see tubercles in the X-ray negatives. What we see is either sharply outlined calcifications and fibroses, or fuzzy congestions, or a combination of the two conditions. Cases are seen in which the X-ray in general gives the same findings in both lungs while the autopsy proves one lung severely, the other slightly, diseased. Such cases illustrate well the limitations of X-ray diagnosis. What is seen in the X-ray negative is the thickened framework of old inflammation in the two lungs, in one accompanied by much parenchymatous disease of recent origin, in the other accompanied by little, the said parenchymatous disease being invisible to the X-ray because neither sufficiently congested nor sufficiently organized to cast shadows.

Extensive systems of lines, many sharply outlined spots, dense streaks, do not then show an acute process. Persons in good health with nearly or quite arrested tuberculosis are sometimes found by the X-ray to present a picture of very extensive changes of this kind. Yet the prognosis in such cases is not good, if the subjects be subjected to severe strain. The radiograph is a proof that the lungs have undergone serious changes. The danger is either that hardship will lead to a reactivation of the numerous more or less quiescent tuberculous lesions or, if the process has been largely of the nature of fibrosis, that the lungs have been so damaged thereby as to unfit the person for an active life. If then the radiograph shows extensive dappled or mossy shadows or numerous spots and streaks the recruit should be rejected, however good his health may appear to be. Shadows of a homogeneous opacity result from pleurisy and are not necessarily a cause for rejection in the absence of other signs.

Tuberculosis of the bronchial glands is a diagnosis often made from the radiograph on very slight foundation. The fact is that pronounced swelling of the lymph glands is characteristic of primary, not of advanced tuberculosis. It is rare that intrathoracic gland tuberculosis is of any clinical importance in the adult. With few exceptions cases of bronchial gland tuberculosis which lead to true symptoms of disease are confined to the first and second years of life. Only rarely, especially in adults, is so-called hilus gland tuberculosis a purely glandular process; it is rather a more or less pronounced disease of the surrounding hilus-tissue in the form of peribronchial and infiltrative processes of the neighboring pulmonary tissues. That is, the interscapular dullness relied upon for the diagnosis of enlarged glands, if caused by lung conditions, is due to tuberculous processes in the region of the hilus, participation in which to any important



extent on the part of the glands is a matter of conjecture. The presence of masses in the neighborhood of the hilus as shown by the X-ray may indeed be cause for rejection, but rejection on account of relatively small opacities in that region on the ground that they indicate a bronchial gland tuberculosis of clinical importance certainly should not be permitted.

#### RESUME OF INDICATIONS FROM X-RAY NEGATIVES.

The X-ray shows: 1. Tuberculous disease confined to region of hilus in deep lung. 2. Extension upward towards apex or downward and outward towards base, confined to deep lung. 3. A fine line or two extending to apex with or without small focus or foci there—condition not determinable by physical signs. 4. Clouding of apex without marked lines from hilus, probably largely pleuritic. 5. Well marked lines extending to superficies of apex, usually, but not necessarily, with foci there—lesion accessible to physical examination. 6. Lines extending towards shoulder as well as apex. (a) If confined to deep lung may mean early and now obsolete exacerbation. (b) If extending to superficies denote larger lesion and less immunity than 5. 7. More or less widely diffused spots, lines and streaks through a considerable portion of lower lobe approaching periphery of lung, with few or no auscultatory signs—deep peribronchial tuberculosis. 8. More extensive streaked opacities involving greater part of one or both lungs and extending to periphery with few or many physical signs—fibrocaceous tuberculosis, fibrosis preponderating in proportion to scantiness of more or less rounded spots or dots.

Conditions as shown by 1, 2, 3, 4 and 6 (a) are not causes for rejection. Cases under 5 are to be determined by physical examination. Cases under 6 (b), 7 and 8 are to be rejected.

W. C. GORGAS,  
*Surgeon General, U. S. Army.*

Approved, by order of the Secretary of War, June 16, 1917 (2621428, A. G. O.).

#### WAR DEPARTMENT OFFICE OF THE SURGEON GENERAL WASHINGTON

August 23, 1917.

#### MEMORANDUM NO. 7.

#### ON THE CARDIO-VASCULAR EXAMINATION OF DRAFTED MEN AT NATIONAL ARMY CANTONMENTS.

##### 1. The examination should in all cases include:—

- (a) Location and determination of character of apex impulse.
- (b) Auscultation of the heart sounds over apex, lower sternum and second and third interspaces to right and left of sternum, noting accentuation of sounds and murmurs.
- (c) Inspection of root of neck and upper thorax and percussion of first interspace on each side of manubrium for evidence of aneurism.
- (d) Count of radial pulse, observation of its rhythm, and palpation of radial arteries for unusual thickening or high tension.
- (e) Exercise test: Hopping 100 times on one foot. At close count heart rate with stethoscope over apex, listening for murmurs and noting how long tachycardia and unusual dyspnoea persist. After two minutes neither should be marked.

2. The examiner should bear in mind the evidences of valvular disease which may easily be overlooked. Slight mitral stenosis, in particular, may give rise to a murmur so faint that it may be audible only after exercise or when recumbent. A definite accentuation of the pulmonic second sound or a snapping first sound should always suggest careful scrutiny for other evidence of mitral disease. A slight aortic diastolic murmur, audible in a limited area to the left of the sternum below the third rib, may also be passed over. Distinct ringing character of the aortic second sound may indicate either high blood-pressure, or dilatation of the aortic arch, and should be watched for.

#### STANDARD FOR UNCONDITIONAL ACCEPTANCE.

3. Subjects with apex impulse within the left nipple-line and not below the fifth interspace, of normal, not heaving character, with normal sounds, free from murmurs, without pulsation or dullness above the base of the heart, with regular pulse of normal rate, who have no unusual thickening of the arteries or evidence of high blood-pressure, and who show a normal response to the exercise test, may be unconditionally accepted.

4. All others, who deviate from the above requirements in any particular, shall be held for further examination.

5. Regulations for the guidance of the cardio-vascular specialists are covered in Circular No. 21, S. G. O., 1917.

By order of the Surgeon General:

H. P. BIRMINGHAM,  
*Colonel, Medical Corps.*

#### WAR DEPARTMENT OFFICE OF THE SURGEON GENERAL WASHINGTON

July 14, 1917.

#### CIRCULAR NO. 21.

The following is published for the information of medical officers in the examination of the heart and blood-vessels of candidates for the military service.

The duties of the examiner are:

1. To exclude from active service in the army any man affected with disease of the heart or blood-vessels which impairs his ability to undergo severe bodily exertion.

2. To hold to the service men who have been recommended for rejection or discharge because of supposed defects which do not indicate disease, and do not impair the individual's ability to undergo severe bodily exertion.

3. To determine the importance of definite defects in the case of candidates for special service, not entailing severe bodily exertion, and to recommend acceptance or rejection for such special service.

Men who desire to serve their country may, from patriotic motives, endeavor to conceal a known valvular lesion which has given no symptoms. On the other hand, men drafted for service may allege or feign symptoms to obtain exemption. Conscripts may be expected to present physicians' certificates to substantiate the existence of valvular disease. Many of these may be given in good faith, because of inadequate knowledge of the significance of certain frequent murmurs.



On the other hand a slight but important valvular lesion, most often mitral stenosis, may be overlooked because the murmur is inconspicuous, and serious harm to the individual, and loss of time and money to the Government may result.

It is necessary, therefore, that the conclusions of the examiner shall be based on objective evidence in the widest sense, including both physical signs, cardiac rhythm, measurement of the blood-pressure and the observed effect of effort. Nevertheless, in the presence of questionable signs or symptoms, the history, especially of past rheumatic fever, may be a factor in the final decision. No statements of the subject, however, will be accepted as proof of the existence of a cardio-vascular defect, unless supported by objective evidence.

Since it is the duty of examiners to protect the interests of the Government by preventing men from entering the service whose circulatory systems may be expected to break down under strain, and equally by preventing the exemption or discharge of fit subjects because of unimportant deviations from the normal, it will be necessary for them to exercise every care in the interpretation of their findings and to bear in mind constantly the murmurs and other departures from the supposed normal which may occur in perfectly healthy hearts.

*The examination should in all cases include:—*

1. Location and determination of character of apex impulse.
2. Auscultation of the heart sounds over apex, lower sternum and second and third interspaces to right and left of sternum, noting accentuation of sounds and murmurs.
3. Inspection of root of neck and upper thorax and percussion of first interspace on each side of manubrium for evidence of aneurism.
4. Count of radial pulse, observation of its rhythm, and palpation of radial arteries for unusual thickening or high tension.
5. Exercise test: Hopping 100 times on one foot. At close count heart rate with stethoscope over apex, listening for murmurs and noting how long tachycardia and unusual dyspnoea persist. After two minutes neither should be marked.

The examiner should bear in mind the evidences of valvular disease which may easily be overlooked. Slight mitral stenosis, in particular, may give rise to a murmur so faint that it may be audible only after exercise or when recumbent. A definite accentuation of the pulmonic second sound or a snapping first sound should always suggest careful scrutiny for other evidence of mitral disease. A slight aortic diastolic murmur, audible in a limited area to the left of the sternum below the third rib, may also be passed over. Distinct ringing character of the aortic second sound may indicate either high blood-pressure, or dilatation of the aortic arch, and should be watched for.

#### STANDARD FOR UNCONDITIONAL ACCEPTANCE.

Subjects with apex impulse within the left nipple-line and not below the fifth interspace, of normal, not heaving character, with normal sounds, free from murmurs, without pulsation or dullness above the base of the heart, with regular pulse of normal rate, who have no unusual thickening of the arteries or evidence of high blood-pressure, and who show a normal response to the exercise test, may be unconditionally accepted.

All others, who deviate from the above requirements in any particular, shall be held for further examination. In concentration camps such examination shall be by the cardio-vascular consultants, who



shall employ all methods of diagnosis necessary for a satisfactory determination of each case.

The further examination will divide the subjects held into three groups:

1. Those with cardio-vascular disease of sufficient importance to disqualify for any service.
2. Those with transient or insignificant abnormalities known to occur in perfectly healthy hearts and compatible with severe bodily exertion.
3. Those with defects sufficient to disqualify for full active service, but compatible with special service requiring little bodily exertion.

#### PRINCIPLES OF INTERPRETATION.

The following principles are laid down for the guidance of examiners in their interpretation of abnormal signs and symptoms. In many cases the interpretation must be purely individual and based on the cumulative evidence of a number of relatively slight deviations from the normal. It cannot be too strongly insisted on that, given a heart of normal size and responding normally to effort, any murmur that is heard should be considered accidental and insignificant unless it can be positively demonstrated that it is a mitral or aortic diastolic murmur. It should also be constantly borne in mind that the excitement of the examination may produce violent and rapid heart action, often associated with a transient systolic murmur, which effects may erroneously be attributed to the effects of exertion. They will usually disappear promptly in the recumbent posture, but the examiner must be shrewd to distinguish the excitable individuals and take measures to eliminate psychic influences from the test, so far as possible.

##### 1. Hypertrophy and dilatation of the heart.

Impulse to the left of the nipple-line or below the sixth rib and of heaving character is cause for rejection. Its cause, either valvular disease or hypertension in the majority of cases, should be sought for. It should not be made a primary diagnosis unless careful examination fails to reveal a cause.

Impulse within these limits, but definitely heaving, or relative cardiac dullness extending to the left of the nipple-line, or more than 4 cm. to right of the median line in large, more than 3 cm. in small individuals, should lead to careful examination for valvular disease, high blood-pressure, emphysema or other cause. Unless such other cause can be found, the response to exercise shall be the guide. Those cases with normal response to exercise may be accepted for special service (3); all others shall be rejected.

##### 2. Valvular diseases.

Cardiac murmurs are the most certain physical signs by which valvular disease may be recognized and its location determined, but murmurs are very frequent in the absence of valvular lesions and may occur in perfectly healthy hearts, especially under the influence of excitement and exertion. Such accidental murmurs are always systolic in time. The most frequent are as follows:

- a. Those heard at the apex on excitement, especially when recumbent.
- b. Those heard over the second and third left interspaces during expiration, disappearing during forced inspiration. These are particularly

common in men with flexible chests, who can produce extreme forced expiration and under such circumstances may be associated with definite thrill.

c. Systolic accentuation of the respiratory murmur, especially on inspiration, heard near the apex or over the back.

None of the above shall be considered disqualifying for active service.

Other systolic murmurs unassociated with enlargement of the heart, alteration of the 1st sound, accentuation of the pulmonic 2d sound or abnormal response to exercise may also be considered as without significance, but should be noted.

Loud systolic murmurs, audible at the apex and in the left back, if associated with any enlargement of the heart, with snapping 1st sound or accentuation of the pulmonic 2nd sound shall be cause for rejection. If unassociated with these other signs and the response to exercise be normal, the recruit may be accepted for special service (3).

Systolic murmurs at the base, except as specified above, especially those heard in the 2nd right intercostal space, require more careful scrutiny. They may be due to disease of the aortic valves. In this case they should be harsh, conveyed well into the neck, associated with an aortic diastolic murmur, with thrill, or with a marked enfeeblement of the aortic 2nd sound. Any of these combinations shall disqualify. They are more often due to dilatation of the aorta, either syphilitic or arterio-sclerotic. The other signs of dilatation should then be sought, increased dullness in the 1st and 2nd interspaces to either side of the manubrium, pulsation in this area, accentuation of the aortic 2nd sound. In doubtful cases X-ray examination and Wassermann test should be obtained. Where a slight systolic murmur in this situation is the only abnormal sign and the response to exercise normal, giving rise neither to breathlessness nor thoracic pain or distress, it shall not disqualify. Proved dilatation of the aortic arch, or syphilis of the aorta, shall be cause for rejection for active service, but, if without symptoms, shall not disqualify for special service, (3). It shall be noted on the record. Systolic murmurs heard over the 2nd and 3rd left interspaces are almost always accidental and insignificant. When loud and harsh, heard over the upper left chest, front and back, or associated with thrill during quiet breathing, they may indicate congenital cardiac disease and shall disqualify.

All diastolic murmurs, at apex or base, including presystolic murmurs, shall be considered evidence of valvular disease and cause for rejection. The secondary signs should be sought for, viz: enlargement of one or both sides of the heart, alteration of the 1st or 2nd sound, particularly a snapping 1st sound and accentuated pulmonic 2nd sound in mitral disease, and the characteristic pulse of aortic insufficiency. In doubtful cases a definite history of rheumatic fever may be given weight. The exact diagnosis should be noted on the record.

### 3. Aneurism and dilatation of the aortic arch.

Aneurism, wherever situated, shall disqualify.

Aneurism of the thoracic aorta, unless large or placed near the anterior thoracic wall or giving rise to pressure symptoms, is difficult of detection. Simple dilatation of the aortic arch is a diagnosis which can rarely be made positively from physical signs alone. Therefore, when pulsation above the base of the heart, diastolic shock, well-marked dullness laterally to the manubrium, with a ringing 2nd sound or a systolic or diastolic murmur over the dull area, or



tracheal tug, inequality of the pupils, difference in the two radial pulses, alteration of the voice, or suspicious symptoms, suggest the existence of aneurism or dilatation, X-ray examination and Wassermann test should be obtained. Any considerable dilatation of the aorta shall disqualify.

Slight dilatation with a positive Wassermann reaction shall also disqualify. Slight dilatation with a negative Wassermann reaction shall not disqualify, if it be the only impairment and unassociated with symptoms and abnormal response to exercise. Precordial or other anginal pain, which the examiner is convinced is real, may occur without dyspnoea and is significant.

#### 4. Disturbances of rate and rhythm.

A persistent rate of 100 or over, when recumbent, should suggest the search for exophthalmic goitre, tuberculosis or other infection, which would constitute cause for rejection. Persistent rapid heart action, in the absence of proof of these, and unassociated with enlargement of the heart may require study in hospital to determine its significance. A constant rate of 100 or more should disqualify. Temporary tachycardia on excitement is common. If extreme, the decision as to its significance must depend on other findings, especially on the response to exercise. A reliable history of attacks of severe tachycardia in the past, with any breathlessness on exertion, should be reported to the camp surgeon with request for watching of the recruit during his training.

A persistent rate of 50 or under suggests heart-block and this should be excluded by tracings. Heart-block shall disqualify. Slow rate with normal rhythm and normal response to exercise shall not disqualify. Complete irregularity of the pulse indicates auricular fibrillation and shall disqualify. It is not compatible with normal response to exercise.

Occasional dropped or premature beats, if the heart be of normal size and the response to exercise normal, are of no significance. Very frequent dropped or premature beats require re-examination to determine if they are temporary. When persistent, but the only impairment, they should be reported to the camp surgeon with request for watching of the recruit during his training.

The irregularity which consists in a quickening of the rate during inspiration and slowing during expiration is common in the young and is of no significance. It may be recognized most easily with the subject recumbent and breathing deeply.

#### 5. Arterio-sclerosis and hypertension.

All subjects with thickened arteries, apparently tense pulse and accentuation of the aortic 2nd sound, shall have their blood-pressures recorded when lying quietly, the systolic pressure by the palpatory and auscultatory, the diastolic by the auscultatory method. A systolic pressure of 200 mm. Hg. or over, or a diastolic of 120 mm. Hg. or over shall disqualify. A systolic pressure persistently above 160 mm. or a diastolic above 100 mm. shall disqualify for active service, but if this be the only impairment, the recruit may be accepted for special service (3). The urine should always be tested for albumen in these cases.

Simple thickening of the arteries without high blood-pressure or enlargement of the heart and with normal response to exercise shall not disqualify.

## 6. Other conditions.

Cases with unusual findings, not covered by these instructions, may be determined on the general principle that, if the heart be not enlarged and its response to effort be normal, it shall not disqualify. If the response to effort be impaired, but the heart normal in every other respect, and if the subject has not been capable in the past of ordinary active exercise, he should be accepted for special service (3) or reported to the camp surgeon for watching during his training.

W. C. GORGAS,

*Surgeon General, United States Army,*

Approved, by order of the Secretary of War, July 25, 1917 (300.52 (O. D.) A. G. O.)

WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

August 23, 1917.

MEMORANDUM NO. 8.

ON THE EXAMINATION OF DRAFTED MEN  
AT NATIONAL ARMY CANTONMENTS  
FOR NERVOUS AND MENTAL DISEASES.

PRELIMINARY EXAMINATION.

1. Medical officers making preliminary examinations will look especially for the following signs and symptoms:

(a) General. Multiple stigmata of degeneration; evidences of general mental and nervous inferiority—in a word, those characteristics which indicate a "second-class" human being.

(b) Head and neck. Multiple stigmata, especially anomalies in size and shape of the head; too high forehead, too large or too small head, marked flattening of one side of the head, scars due to depressed fractures; scars on tongue, face or forehead (epilepsy), facial paralysis, tremor of tongue or lips, speech anomalies, slurring of words (paresis), scanning speech (multiple sclerosis), stammering, stuttering, pupils unequal in size; reaction of pupils to light; squints or paralyses or anomalies of muscles of the eye ball, evident on inspection, ptosis single or double, large thyroid.

(c) Upper extremities. Evidence of tenderness over nerve trunks; paralysis, wastage or atrophy of any muscle; contractures or incoordinations.

(d) Lower extremities. Muscular weakness or wasting, or contractures; all disturbances of station and gait.

(e) Mental. Ask each man if he has had fits, been in an asylum or ever treated for mental or nervous disease. Look for marked general nervousness, emotional elation, over-talkativeness, excitement, emotional depression, apathy, listlessness; evidence of lack of understanding and comprehension of what is said to him, as indicated by the replies to questions during examination.

2. Those who exhibit any of the above symptoms or who are considered by the preliminary examiner on any other ground to be of doubtful mental or nervous integrity will be reported to the special examiner.



## SPECIAL EXAMINATION.

3. The following instructions will govern the special examiners in these branches:—

(a) Circular No. 22, Office of the Surgeon General, August 1, 1917, excepting paragraph 3, which does not apply in this particular examination.

(b) Queerness, peculiarities and idiosyncrasies, while not necessarily inconsistent with sanity and ability to serve, may be the beginnings or surface markings of mental disease. Not every man who shows these will be found unfit, but in such cases care will be taken to rule out those with disqualifying defects.

4. The following definitions indicate an individual to be considered as feeble minded, suitable for recommendation for discharge:

(a) An idiot is a person so deeply defective in mind from birth, or from an early age, that he is unable to guard himself against common physical danger. An imbecile is a person who is so deeply defective in mind from birth, or from early age, as to be incapable of earning a livelihood, but able to guard himself against common physical danger.

(b) A moron is a person who is capable, under favorable circumstances, of earning a livelihood, but who is incapable from mental defect existing from birth or from early age of competing on equal terms (in the sphere of life in which he is born or in one to which both he and his fellows may have been transplanted, as an army) with his normal fellows or of managing himself and his affairs with ordinary prudence. The morons, the highest type of feeble minded, form a numerous class in the population. Undoubtedly a considerable number will be met with in this examination. Some of the highest in the group may succeed in remaining in the service if accepted. The great majority will fail and none can be other than indifferent soldiers. All should be recommended for discharge.

5. Special examiners will be particularly on the lookout for dementia precox, the most frequent mental disease. All suffering from dementia precox, recent or old, will be discharged. These cases do not recover.

6. An established diagnosis of epilepsy disqualifies.

7. All men known to be habitual users of cocaine, opium, or any of its derivatives will be recommended for discharge.

8. Chronic inebriety (chronic alcoholism). Those in whom this diagnosis is made must be considered individually. As a general standard all who show evidence of degeneration of brain or other organs should be recommended for rejection.

9. Neurological examinations will be made of all syphilitics if practicable.

By order of the Surgeon General:

H. P. BIRMINGHAM,  
*Colonel, Medical Corps.*



WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

August 1, 1917.

CIRCULAR NO. 22.

EXAMINATIONS IN NERVOUS AND MENTAL DISEASE.

1. For the safety, efficiency and economy of the military service, it is highly essential that nervous and mental disease be recognized at the earliest possible moment. Nervous and mental diseases may, and frequently do, exist in persons who are strong, active and apparently healthy and who make no complaints of disability. Such persons are, however, more than useless as soldiers, for they cannot be relied on by their commanders, break down under strain, become an encumbrance to the army and an expense to the Government. Disorders of this character are often demonstrable only as the result of a painstaking and special examination directed toward the mind and nervous system. This circular is published for the special purpose of calling the attention of medical officers to the particular diseases most frequently overlooked on general examination, and the symptoms most important to their diagnosis; and to certain characteristics in personality and in the behavior, which might raise the question of the existence of mental disease.

2. The duties of the examiner are to be familiar with the symptoms and significance of nervous disease and the means of eliciting them, and to recommend for rejection from service all those in whom any of the evidences mentioned in Par. 4 are demonstrated. He should determine the importance of slight variations from the ordinary normal standard and recommend acceptance or rejection on the basis of them. He should search for symptoms or tendencies which may be concealed, for the purpose of obtaining service; and he should recognize symptoms which are feigned for the purpose of avoiding service. Organic nervous disease cannot be feigned in a way to deceive a skilful and careful examiner. To demonstrate feigned insanity, a period of several weeks' observation may be necessary.

3. It is assumed that the examiner is familiar with the current methods of examination in neurology and psychiatry and that he will make careful employment of them in all cases referred to him for consultation. But in addition to acting as a consultant to whom cases are referred, he must also himself select cases for special examination. To this end he is directed to be present as often as possible when the recruits are gathered together at times of instruction and training and for such general medical purposes as vaccinations, inoculations, group examinations of the heart, lungs, etc. At such times he should discriminatingly observe the appearance and behavior of the recruits, pass in and out among them, converse with them when possible, and report to the camp surgeon the names of any whom his observations have led him to consider as requiring a special neurological and psychiatric examination. By thus learning, in a way, to know the recruits personally, his special training should enable him now and then to pick out one who might pass the general medical examination and yet whom special examination would clearly prove to be a hazard to the army.

Queerness, peculiarities and idiosyncrasies, while not inconsistent with sanity, may be the beginnings or surface workings of mental disease. A soldier is too important a unit for such variations from a standard of absolute normality not to be looked into before the recruit

who presents them is accepted for service. To aid the neurologist and psychiatrist in these ways, the camp surgeon shall direct all medical officers, dental surgeons, instructors, hospital sergeants, barrack sergeants and others who come in close contact with recruits, to refer to him, the camp surgeon, all recruits who persistently show any of the following characteristics: *Irritability, seclusiveness, sulkiness, depression, shyness, timidity, over boisterousness, suspicion, sleeplessness, dullness, stupidity, personal uncleanness, resentfulness to discipline, inability to be disciplined, sleep walking, nocturnal incontinence of urine*, and any of the various characteristics which gain for him who displays them the name of "boob," "crank," "goat," "queer stick" and the like.

The reaction of the pupils to light should be part of every medical examination and if this is not systematically provided for, the neurologist and psychiatrist should be directed to determine it. This could be done at the time of group inoculations and with the help of a hospital sergeant could be made rapidly. Electric light should be used. It is especially important in the examination of officers and recruits above twenty-five years of age.

It is further recommended to camp surgeons to provide neurological examinations for all cases of syphilis.

4. The following are cause of rejection from military service:

- A. Organic nervous diseases.
- B. Mental defect.
- C. Mental disease and pathological mental states.
- D. Confirmed inebriety—(alcohol or drugs).

*A. Organic nervous disease.*

Certain after effects of organic nervous disease need not be causes for rejection provided (1) that the disease is no longer operative and is not likely to recur, (2) that the effect left by it does not prevent a satisfactory fulfillment of military duties. Examples of such conditions are paralysis of a few unimportant muscles following poliomyelitis, slight unilateral hypertonicity as a result of an infantile hemiplegia in a man now robust, and various traumatic conditions. A history of hemiplegia occurring after infancy should always exclude even if no symptoms remain.

Existent organic nervous disease should always exclude. For example, neuritis, of one or many nerves, while susceptible of recovery without resultant defect, is none the less a cause for rejection as long as it exists. The following organic nervous diseases are mentioned specifically, as they are the ones which frequently present few symptoms and may pass undetected by even the most skilful examiner.

*Tabes, or locomotor ataxia.*

Look for Argyll-Robertson pupils, absent knee jerks, Romberg symptom, ataxia of hands or legs (especially with closed eyes), hypotonia, anesthetic areas of skin. History is negative or that of slow progression, failing sexual power and pains in the legs or back, often described as rheumatism. In doubtful cases it is required that the Wassermann reaction in the blood be determined, and the cerebro-spinal fluid be examined as to the Wassermann reaction, cellular and globular content, etc.

*Multiple sclerosis.*

Look for intention tremor, nystagmus, absent abdominal reflexes and increased tendon reflexes. The scanning speech may be mistaken for stammering. No history of pain, but sometimes history of urinary disturbance.



*Progressive muscular atrophies, dystrophies and syringomyelia.*

Look for atrophies in the small muscles of hand and in the muscles of the shoulder girdle, with fibrillary twitchings. These plus anesthesia for heat and cold (scars on hands from cuts and burnings) EQUAL syringomyelia. History negative or in reference only to awkwardness. No history of pain. Syphilitic spinal disease imitates these conditions closely.

*Epilepsy.* Look for deep scars on tongue, face and head. The voice indicates fatigue. If history alone, verify by correspondence with physicians.

*Hyperthyroidism*—a nervous disease in its effects. Look for persistent tachycardia, exophthalmos, tremor, enlarged thyroid. History of general nervousness.

In addition to the foregoing there are certain sets or combinations of symptoms which should exclude from service. They may not by themselves be sufficient for an exact diagnosis, but they prove beyond cavil that the nervous system is seriously diseased and totally undependable for any continuous service.

*Pupils*—Argyll-Robertson.

*Nystagmus* (in one not an albino), absent abdominal reflexes, intention tremor. Combination of any two should constitute a cause for rejection.

*Babinski reflex.*

*Disturbances of station or gait.*

*Disorders of speech on test phrases*—(viz: "Third riding artillery brigade") plus facial tremor or any other one symptom of organic disease. Confirmation by laboratory findings is desirable.

*Cervical sympathetic syndrome*, viz: unilateral narrowing of palpebral fissure, sunken eyeball, flattening of face, unequal pupils.

*B. Mental defect or deficiency.*

Look for defect in general information with reference to native environment, ability to learn, to reason, to calculate, to plan, to construct, to compare weights, sizes, etc.; defect in judgment, foresight, language, output of effort; suggestibility, untidiness, lack of personal cleanliness, anatomical stigmata of degeneration, muscular awkwardness. Consult psychometric findings. Get history of school and vocational career and disciplinary report.

*C. Mental diseases.*

A definite, corroborated history of a mental disease that required hospital treatment or observation serves as a cause for rejection in a recruit mentally normal at the time of examination. The circumstances should, however, be inquired into with great care. Few mental diseases present objective clinical signs, but their manifestations are none the less characteristic and dependable. All mental diseases are causes for rejection. In addition to the well-defined clinical types such as paresis, dementia precox, etc., there are various combinations of psychological symptoms which render those who suffer from them unstable, unreliable in emergency and subject to attacks of disabling mental illness from slight emotional causes.

*General paralysis—Paresis.*

Look for Argyll-Robertson pupils, facial tremor, speech defect in test phrases and in the slurring and distortion of words in conversation, writing defects consisting of omissions and distortion of words. Mood is apathetic or depressed or euphoric. Memory loss, discrepancies in relating facts of life. Knee jerks may be plus, minus or normal. In doubtful cases it is required that the Wassermann re-

action in the blood be determined, and that the cerebrospinal fluid be examined as to Wassermann reaction, cellular and globular content, etc.

*Dementia precox.*

Look for indifference, apathy, withdrawal from environment, ideas of reference and persecution, feelings of the mind being tampered with and thoughts being controlled by hypnotic, spiritualistic or other mysterious agencies, hallucinations of hearing, bodily hallucinations, frequently of electrical or sexual character, meaningless smiles; in general: a lack of balance between the emotional reaction and the present situation and a lack of connectedness and responsiveness in conversation. There may be sudden emotional or motor outbursts. Get history of family life and of school, vocational, and personal career.

*Manic-depressive insanity.*

Look for mild depression with or without feeling of inadequacy or mild maniacal states with exhilaration, talkativeness and over-activity.

*Psychoneuroses.*

Look for hysterical stigmata, such as cutaneous anaesthesias (especially hemianesthesia), contractions of the visual fields, etc., phobias, morbid doubts and fears, anxiety attacks, compulsions, hypochondriasis. Compare complaints with behavior and obtain history as to former nervous breakdowns and vocational career.

*Psychopathic character.*

Homosexual, grotesque liars, vagabonds. Superficially bright oftentimes. These individuals do not last out and never stay at any one thing long. Frequent military and civil offenders. Get history of personal career.

*D. Chronic inebriety.*

For alcoholism, look for suffused eyes, prominent superficial blood vessels of nose and cheek, flabby bloated face, red or pale purplish discoloration of mucous membrane of pharynx and soft palate; muscular tremor in the protruded tongue and extended fingers, tremulous hand writing, emotionalism, prevarication, suspicion, auditory or visual hallucinations, persecutory ideas.

For drug addiction look for pallor and dryness of skin. If taking drug, the attitude is that of flippancy and of mild exhilaration; if without it, it is cowardly and cringing. There are also, during period of withdrawal, restlessness, anxiety and complaints of weakness, nausea and pains in stomach, back and legs. Distortion of alae nasi. Pupils contracted by morphine and dilated by cocaine. All habitual drug takers are liars. They do not drink as a rule and are inactive sexually. Morphine takers usually use needles and show white scars on thighs, arms and trunk. Heroin takers, who constitute 90 per cent of all drug takers, rarely use the needle. They are mostly young men from the cities, often gangsters. They have a characteristic vocabulary and will talk much more freely about their habit if the examiner in his inquiries uses such words as "deck," "quill," "package," "an eighth," "blowers," "cokie," etc.

W. C. GORGAS,

Surgeon General, U. S. Army.



WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

August 12, 1917.

## CIRCULAR NO. 23.

The following instructions are published for the guidance of medical officers in connection with physical examinations in the Army:

## ORTHOPEDIC EXAMINATION.

In the examination of large numbers of recruits there will be many cases arising which must be classified as "border line." They will require careful consideration, and it is important in reaching a decision to discover the attitude of the recruit. A man anxious to enlist will minimize the importance of an apparent disability. On the other hand, a man may attempt to avoid service, or to secure discharge for disability, by complaining of symptoms which, in the mind of the public, are disabling features. The attempt to avoid service may come among drafted men who at their homes have claimed exemption without effect. Many will undoubtedly fortify their claims by certificates of physicians. It will, therefore, be necessary to consider each case with the greatest care, and, whenever possible, radiographs should be taken to assist in making diagnoses.

In the examination of men already enlisted every effort will be made by examiners to retain in service those in whom remediable orthopedic abnormalities exist.

*Major orthopedic conditions*, due to structural changes, such as will impair the functions of joints, deformities from previous disease, extreme mal-postures, with accompanying deformities, etc., should be regarded as disqualifying.

*Minor abnormalities* are frequently remediable. Among these are some forms of flat foot; hammer toes; callosities; corns, hard and soft; claw toes (contractures in dorsal flexion); over-riding toe; "Morton's toe"; ingrowing nails; irregularities of the nails; bunions and hallux valgus.

In such cases, men already in the service should be referred to the orthopedic surgeon on duty, for treatment. If there be no orthopedic surgeon at the station, the soldier will be transferred to the nearest cantonment, base or general hospital for observation and treatment.

## FOOT EXAMINATION.

The examination of the foot is the most important feature of the work demanded of the examiner. It should be remembered that civilian life does not always demand great foot efficiency, and that a person with a pathological foot, or other abnormalities, may perform his daily tasks without great difficulty. *In the case of a soldier, however, it is of extreme importance that he be physically fit in every respect, and that no abnormalities be present which would prevent the performance of any part of his duty.*

## RELATION OF FOOT TO LEG.

*Dorsal flexion:* If this is limited to 90° or less, it is a factor of potential weakness, and becomes important if associated with other abnormalities. This limitation (90°) is not of itself disabling; the condition is often remediable, but may be due to disease conditions in the ankle joint.

*Plantar flexion:* Limitation is often due to disease in the ankle joint. In such a case it is a cause for rejection; if not from disease, and existing only to a moderate degree, it may be remediable.

*Abduction and pronation* are factors of importance in producing disability when (a) existing to such a degree that the weightbearing line falls *inside* the line of support of the foot (the weightbearing line is a perpendicular dropped from the crest of the tibia, passing through the interval between the 2nd and 3rd toes); (b) when accompanied by *rigidity* of the foot; (c) when accompanied by symptoms of *strain*; (d) when associated with marked *deformities* of the toes and *pathological* changes in the articulations, etc.

*Eversion:* This is an abnormal posture when the angle between the feet is more than 30°; but it is not disqualifying unless much in excess of that, and accompanied by pronation, symptoms of strain, rigidity, hallux valgus, varicose veins, etc.

*Inversion:* A slight degree is not disqualifying; but if associated with marked bowing of leg, or if shoes show that toes "interfere," this is a cause for rejection.

*Rigidity of ankle joint:* Loss of flexibility in the direction of adduction and supination may be due to *joint disease* (arthritis, tuberculosis, etc.), or to the effect of long continued foot strain, especially in the presence of infectious areas elsewhere in the body. In this case it is very likely to be associated with contraction or spasm of the peroneal group of muscles, and is a cause for rejection.

#### FOOT.

*Viewed from in front:* A line drawn from the center of the patella over the crest of tibia, continued over the foot, should meet the interval between the second and third toes. *Viewed from behind:* A perpendicular dropped from the center of the popliteal space should pass through the middle of the heel. Deviations from these normal postures are causes for rejection when the displacement is marked and accompanied by other symptoms, such as pronation, strain, pain, tender points, etc. A slight degree of deviation, not accompanied by other symptoms, is remediable.

*Flaccidity* indicates insufficient control by the abductors and supinators, therefore foot weakness and ligamentous strain, and is a cause for rejection.

*Rigidity* in the joints of the foot itself, when caused by a diseased condition (arthritis, tuberculosis, etc.), is a cause for rejection. On the other hand, moderate rigidity may be from other causes, and remediable.

*Arches of the foot:* The longitudinal arch may be higher or lower than normal without affecting the efficiency of the foot. An excessively *high* arch, when considered alone, is more apt to be a factor in causing disability than a low arch. A low longitudinal arch is not of itself important, when found in a foot otherwise practically normal in shape and flexibility. The disability often found in a "flat foot" is usually due more to the following than to the loss of the *height* of the arch: (a) loss of dorsal flexion; (b) rigid metatarsal and subastragaloid joints; (c) rigid and deformed toes; (d) excessive hallux valgus; (e) hallux rigidus; (f) pronation; (g) pain and tenderness and a very prominent scaphoid. When any of these accompany "flat foot" it constitutes a cause for rejection. When in doubt as to a "flat foot" the applicant should be put through the following tests, each foot separately: Hopping backward and forward on toes; raising body on toes; jumping from chair, landing on toes; raising body on toes from squatting, etc.

The *transverse arch* may be flattened in varying degree, and associated with the following: (a) prominence of the plantar surface of this region; (b) markedly diminished force of plantar flexion at the metatarso-phalangeal joints; (c) rigidity of these joints in dorsal flexion (claw toes); (d) abnormal flaccidity of the forefoot and toes; (e) severe pain or tenderness; (f) large callosities on plantar surface; (g) arthritis. Obliteration of the transverse arch accompanied by any of these symptoms is disqualifying.

### TOES.

*Limitation of motion* is found in connection with congenital deformities and contractures from acquired deformities.

The following conditions of the toes, when existing to a marked degree, are causes for rejection: Hallux valgus, hallux rigidus; bunions; hammer toes; over-riding toes; arthritis; excessive callosities. These conditions are to be appraised in the following manner:

(a) Hallux valgus, per se, is not disqualifying unless excessive and accompanied by symptoms.

(b) Hallux rigidus is disqualifying.

(c) Bunion, if slight, is not disqualifying; but if large, inflamed and associated with marked hallux valgus, or rigidus, is a cause for rejection.

(d) Hammer toes: One of these on a foot is not disqualifying but more than one should cause rejection, unless the recruit can be operated upon with success.

(e) Claw toes (contracture in dorsal flexion), if existing in two or more toes on each foot to a marked degree, is disqualifying. If, however, these toes can be held in normal position easily with the application of a strip of adhesive plaster, the condition is not serious enough to cause rejection. In these cases examine carefully for obliteration in the transverse arch. This, if existing, usually produces a complex of symptoms which is disqualifying.

(f) Over-riding toes, if excessive and numerous, are apt to cause blisters in marching and are disqualifying. If in a mild degree, these will tend to improve after wearing the army shoe.

(g) Arthritis, unless very slight and localized, is disqualifying, and should suggest a similar condition in other joints.

(h) Callosities, if extensive and of long standing, covering most of the toes, or a greater part of the plantar surface of the forefoot, are disqualifying. There is apt to be deformity of the toes accompanying excessive corns. However, if the toes are normal, corns, per se, are not a cause for rejection, as they can be removed.

### SYMPTOMS.

1. *Subjective*: Should be related by the patient as far as possible without putting questions. These are not to be considered of great importance. Note the following: Pain, upon use, after use, etc.; stiffness after rest; fatigue after use; symptoms in knees, thighs, hips, or lower spine.

2. *Objective*:

a. Sluggish circulation—hyperidrosis, bromidrosis, edema.

b. Exostoses on the dorsum or elsewhere.

c. Awkward and inelastic gait—general bad posture.

d. Weakness, displayed by tests of hopping on toes and by testing with the resisting hand.

e. Stiffness of the joints.



*f. Tenderness, points of:*

- (1) At the metatarsophalangeal joints, especially the second, and in the presence of a plantar callosity at this point.
- (2) At the tubercle of the scaphoid and the ligamentous attachments to the scaphoid.
- (3) At the inner projection of the sustentaculum tali, below the internal malleolus, at the attachment of the tibio-calcaneal ligament (a symptom of supination weakness even in the absence of pronation deformity).
- (4) At the anterior tubercle of the os calcis (anterior calcaneocuboid ligaments).
- (5) At the tendons behind the external and internal malleoli.
- (6) In the leg: the crest of the tibia, and the belly of the tibialis anticus muscle.

These symptoms should be weighed with care in each case in order to reach a conclusion as to their value.

### BACK CONDITIONS.

#### DEVIATIONS FROM THE NORMAL CURVES OF THE BACK.

The normal curves of the spine may be decreased or increased. A decrease is usually of no especial significance. An increase in the curve assumes importance only when it exceeds a moderate degree, and when considered in combination with other signs. Slight irregularities in the line of the spinous processes and slight prominence of a spinous process may occasionally be present from irregularities of development, and are not to be considered as abnormal; but marked deviations are usually an evidence of pathological processes.

#### VALUATION OF THE DEVIATIONS FROM THE NORMAL.

*Surface form of the back.* Lack of the normal symmetry of the two sides of the back is usually an evidence of scoliosis, and demands a careful examination of the spine.

Examination should be made of the spine for lateral deviation of the column and for rotation. Lesser degrees of deviations of the spine, particularly when not associated with a considerable degree of rotation, are not a disabling condition. The more pronounced degrees, and those associated with considerable change in the posture, are to be considered as conditions of decided weakness, and usually as disabling.

#### *Movements of the Spine.*

The movements of the spine may be limited throughout its whole extent, or be confined to a particular segment; and this limitation may be in one direction only, or in all directions.

A *localized stiffness* in any one segment of the spine, even if slight, is to be regarded as of more significance than a general stiffness of the whole spine.

#### *Sacro-iliac articulations.*

Demonstrable motion may be present abnormally in these articulations. This is determined, in the standing position, by grasping the ilia with both hands, the thumbs resting on the posterior spines, while the thighs are flexed alternately fully on the trunk. Marked demonstrable motion in these articulations, with pain, is disqualifying.



*Movements of the hip affected by the spine.*

Limitation of flexion of the leg on the trunk, with the knee fully extended and loss of hyperextension, may be unilateral or bilateral, and is of significance in this connection only when due to spasm of the hamstring muscles and of the psoas respectively.

*Lumbar curves.*

The lumbar curve may show an increase from the normal by:—

- (a) an increase in the general depth of the curve;
- (b) an increase in the angle of the lumbosacral junction.

These conditions are of importance, as features of potential weakness, to be brought into prominence by the strain of added weight bearing, and are to be considered as an element of weakness. A sharp angle at the lumbosacral junction, associated with a sacrum placed more horizontally than the normal, is an element of greater weakness than is a considerable increase in the general lumbar curve. When either of these conditions is present in a moderate degree, and not attended by clinical symptoms of strain, it is not disabling. When associated with evidence of strain and with referred pain, or when existing in marked degree, this condition should be considered as disabling.

*Dorsal curves.*

An extreme degree of increase of dorsal curve resulting in malposition and flattened chest, with stiffness of the spine, is a feature of potential disability, and produces liability to strain when subjected to added weight bearing and work. It is disqualifying. The lesser degrees are remediable and should not be considered as disqualifying, unless associated with other abnormalities.

*Rigidity of the spine* may be caused by muscular spasm, accompanying some abnormal condition existing at the time of examination, either due to strain or to actual disease such as arthritis, infectious or toxic (not attended with destructive lesions), or tuberculosis (with destructive lesions). Any case of stiffness of the spine, particularly if attended with muscular spasm, should be examined with great care to determine its cause. When due to any pathological process it should be considered as disqualifying. When due to strain of the back (most frequently seen in the lumbar and lumbo-sacral regions), it should, of itself, be regarded as a temporary condition, and not disabling, except when accompanying some abnormal structural condition.

Evidence of old arthritis, resulting in rigidity, or of tuberculosis with deformity, even if slight, must be considered as distinctly disabling.

## SCAPULA.

"Winged" scapulae may accompany scoliosis, or be an evidence of paralysis of the muscles of that region. Great prominence of the scapulae should be cause for rejection, as this condition would interfere with carrying the pack. If the condition is due to carelessness of posture, however, it should not reject. Marked crepitation elicited upon free movement of the shoulder should be looked upon with suspicion, and requires careful investigation as to its exact cause.

W. C. GORGAS,

Surgeon General, U. S. Army.



## STANDARD ACCEPTED MEASUREMENTS

HEIGHT.	WEIGHT.	CHEST MEASUREMENT	
		At expiration.	Mo
<i>Inches.</i>	<i>Pounds.</i>	<i>Inches.</i>	<i>Inches.</i>
60	120	31	2
61	120	31	2
62	120	31	2
63	124	31	2
64	128	32	2
65	130	32	2
66	132	32½	2
67	134	33	2
68	141	33¼	2
69	148	33½	2
70	155	34	2
71	162	34¼	2
72	169	34¾	3
73	176	35¼	3
74	183	36¼	3
75	190	36¾	3
76	197	37¼	3
77	204	37½	3
78	211	38¼	4

Less than 60 inches to be rejected.  
 Less than 110 pounds to be rejected.

wing variations from "Standard Accepted Measure-  
permissible when the applicant is active, has firm  
d is evidently vigorous and healthy.

	WEIGHT.	CHEST MEASUREMENT.	
		At expiration.	Mobility.
	<i>Pounds.</i>	<i>Inches.</i>	<i>Inches.</i>
	110	30	2
	110	30	2
	110	30	2
	116	30	2
	120	30	2
	120	30	2
	120	30 $\frac{1}{4}$	2
	120	30 $\frac{1}{2}$	2
	121	30 $\frac{3}{4}$	2
	124	31	2
	128	31 $\frac{1}{4}$	2
	133	31 $\frac{3}{4}$	2
	138	32 $\frac{1}{4}$	2 $\frac{1}{2}$
	143	32 $\frac{3}{4}$	2 $\frac{1}{2}$
	148	33 $\frac{1}{2}$	2 $\frac{1}{2}$
	155	34 $\frac{1}{4}$	2 $\frac{3}{4}$
	161	34 $\frac{3}{4}$	2 $\frac{3}{4}$
	168	35 $\frac{1}{4}$	3
	175	35 $\frac{3}{4}$	3

weight to height less than above table, rejects,  
en due to a temporary condition from sickness,  
, or environment.

3-6319





**TREASURY DEPARTMENT**  
**BUREAU OF WAR RISK INSURANCE**  
DIVISION OF MILITARY AND NAVAL INSURANCE

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Bulletin No. 3

**FAMILY ALLOWANCES, ALLOTMENTS, COMPENSATION, AND  
INSURANCE FOR THE MILITARY AND NAVAL FORCES OF  
THE UNITED STATES PROVIDED UNDER ACT OF CON-  
GRESS APPROVED OCTOBER 6, 1917**

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Explanation submitted by Hon. Julian W. Mack, of the provisions of the Military and Naval Insurance Act, presented at a conference of officers and enlisted men of the Army and Navy, held in Washington on October 16, 17, and 18, 1917

This explanation has the full approval of the Bureau of War Risk Insurance

*William C. De Lanoy*

*Director of the Bureau of War Risk Insurance*

Approved:

*McMeade*

*Secretary of the Treasury*



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917



**SCOPE AND MEANING OF ACT OF OCTOBER 6, 1917, PROVIDING FOR  
FAMILY ALLOWANCES, ALLOTMENTS, COMPENSATION, AND INSUR-  
ANCE FOR THE MILITARY AND NAVAL FORCES OF THE UNITED  
STATES.**

**HON. JULIAN W. MACK.**

HON. JULIAN W. MACK. Mr. Chairman and gentlemen, I think that it would be well for all of you to read through the bill. I assume that very few of you are lawyers, and it may seem to you highly technical. And yet you will have to read it through, and you will have to read it through a great many times, so you might just as well begin right now. While you can't grasp it at a first reading, and probably won't grasp all of the details at a tenth reading—none of us have been able to do that—yet you must thoroughly acquaint yourselves with the words and the interpretation of the act, and with all of the bulletins that are going to be sent out by the bureau explanatory of the act, if you are to perform the duty for which you were called here. The essential purpose of this meeting is to acquaint some men from each cantonment as thoroughly as may be possible in a three days' session, of course relying primarily upon their own efforts to acquaint them with the purpose and scope of this bill, not, however, for their own good, but that they may be torchbearers to their fellows in the various camps and cantonments.

The bureau purposes, of course, sending out literature, but there is nothing like the human touch and the human word personally delivered to bring to men a message such as this, for it is a real human message. It aims to do justice to the men. The underlying thought of the framers of this act, the underlying thought of the Secretary of the Treasury in advocating this act, and the underlying thought of Congress in enacting the law in the shape in which it has emerged, has been this: That a fair and reasonable measure of justice to the men and to their families is the least that is due them from the entire people represented by the Government. And it is that thought that we are going to endeavor to bring home to you, that thought which we hope through you to bring home to every man in the military or naval forces of the United States; because unless the men thoroughly understand the fundamental principle of this act, they won't take advantage, as we want them to take advantage, of all of the benefits and privileges that the act grants to them.

Now, gentlemen, I have the one distinct purpose of trying as best I may to acquaint you with this law, acquaint you with it fully, and then to answer the doubts and difficulties that will naturally present themselves to you. It is not at all easy to grasp a law that covers so many different things as this does and that is so detailed in its provisions as this necessarily had to be. And yet it is absolutely essential for you to understand not only the broad outline but every single detail of most of the sections of the act.



But, before starting on an explanation of the law, it behooves me without the slightest degree of undue humility to say that the remarks that were made about me this morning as to my connection with the law were greatly exaggerated. I do not underestimate them at all. I deem it the greatest opportunity, the greatest privilege of my life, to have been given this opportunity to do my bit toward the war service in this particular constructive way. But it is not my law at all; I was only one of many. Happening to be selected as chairman of a committee, naturally I had to guide the drafting of the measure and the piloting of it through Congress. But a great many had a larger or smaller share in the work; it is no one man's law, and no one man's name ought ever to be associated with a law of this kind. It is the soldiers' and sailors' compensation and insurance act. It is for them, and every one of us who has had anything to do with it wants to have his individuality sunk and his connection with it forgotten, so that the fact that it is for the soldiers and sailors may always be remembered. And for that reason I am not going to mention the names of those who had to do with the act; for the further reason, too, that I might forget one or the other, and that would be unfortunate, there were so many.

Now, then, to take up the act itself. And perhaps it would be clearer to sketch first the underlying principles and then the general scope, and then in a general way each article, and then to get down to the details of each article.

As I said this morning, the underlying purpose was to grant a measure of justice to the fighting forces on behalf of the whole people, and, secondly, in granting that measure of justice to do it in a way that would hearten the men by freeing them of the one great dread that every man has. Men who go out to battle, even though they are not in the slightest degree physical cowards, may have a fear of what may befall them. But that isn't the real fear that confronts most of them. The real terror for men is that their families may suffer or become objects of charity. That fear the Government aims to dispel by letting the men know in advance that their families are not going to become objects of charity; that while, of course, the Government can not keep each one of them in the comfortable situation in which many of you men maintain your families, it can and it will at least do this: It will save them from abject poverty—save them from having to go out and to ask others for the necessities of life.

Now, some emphasis was placed in some of the talks this morning on compensation to the men. The contrast was made between pensions and compensation, and the analogy of the workmen's compensation act was referred to. All of that is true. I do not want, however, to overemphasize this thought of compensation. Rather I should like to have you feel that all of those who had anything to do with this act have always appreciated that, whatever the Government may do, it can not give real compensation for the services that soldiers and sailors render, and that their only compensation, their only real compensation, is the legacy that they are going to transmit to their children, the knowledge that they have stood up and done the fighting for the rest of us. But in some reasonable measure the rest of the country must give them a compensation, and we have used the

word compensation in this act because pensions, rightly or wrongly—I am not now passing on the justice of it—but rightly or wrongly, pensions have come to have a secondary and none too pleasing connotation. When we come to the compensation section I will explain in more detail why that is so and what we have done to obviate that sort of thing, despite great likeness between the pension laws and the compensation section.

In framing the law we started out with the consideration of what it was in a financial way that men were losing and risking, and that they could reasonably ask the Government to replace or compensate for.

#### FAMILY ALLOWANCES.

Whatever replacement or compensation was to be given, we felt would have to be alike throughout the country, and would have to be alike at least as to all of the men in the same rank, irrespective of their actual personal financial condition. It is not necessary, of course, that the provisions should be alike, but it was the only practicable scheme. Take, for instance, the family allowance. The law might have been drafted in such a way that the amount of the family allowance would vary according to the cost of living in the particular community in which the family resided. And in England that is done to some extent. More is given to people who live in the large cities, but it was not deemed feasible for a Federal act. It was felt that even if it had been thought wise it would not have been practicable, because it would have been impossible to get such an act through Congress. Congressmen from the small towns would have felt there was an unjust discrimination as against their people, so no attempt of that kind was made. However, those of us who had to do with the drafting of the act did not lose sight of the fact that there is a real difference in the cost of living, and that the provisions that are made by the Federal Government may be extravagant in a hamlet of 500 people, and may be very inadequate in a city like Washington, Chicago, or New York. But we had to strike some fair average.

Then, again, when it came to the amounts, we did not feel that the amounts given were large enough. Most of us coming from large cities thought that they were very small. Most of us having more than the average income of men throughout the country thought that they were pretty small. But again we had to be reasonable. We had to consider that whatever money is given is paid by the taxpayers of the country, and that the man having an average income would feel that there was an injustice to him if provisions were made for your families that would give them more than the average income, at least considerably more than the average income. And so again the amounts that were determined upon were based on what we thought was a fair and reasonable amount in view, first, of the conditions throughout the whole country, and second, the average earnings throughout the United States, the average of families throughout the United States.

Now, in some States—and we hope it will be done in most of the States—there is State legislation, and in at least one city—and we hope it will come in other cities—there is such legislation, under which the families of men from that State or that city will receive, if they need it, supplemental aid. In those communities in which the

cost of living is above the average it is only fair and right that the State or the community should step in and supplement what the Government is doing, and we felt that that is a matter that ought to be left to the State or the city.

Then there are going to be extraordinary conditions in individual families. There are going to be men who have made commitments for the future, which because of the loss of their income they are unable now to meet. It is expected that the bill that Secretary Baker referred to this morning, and which, by the way, was never part of this bill but was always a separate and distinct bill, will be enacted at the next Congress, and that bill, which is like those called in Europe moratorium measures, will grant relief to some extent by giving men who have made definite commitments, mortgages, interest, insurance policies, and other things, at least some leeway in paying them.

But, apart from that, it is hoped that men with families in those circumstances may be helped through loans by private organizations, patriotic bodies, such as the Red Cross and organizations of a similar character.

And so, too, there are families who have been and are now on the rolls of various philanthropic organizations. It is not meant to relieve those organizations of what they have been doing except in so far as what the Government gives will naturally relieve those organizations. But there will be extraordinary cases, extraordinary conditions in many families demanding more than that reasonable average measure of justice which the people of the United States as a whole ought to be and are ready to give. And in those extraordinary cases the appeal will have to be made in the future as it has been in the past either to the State, county, or city or to private philanthropic organizations. But for the great mass of the people, and for the people who will be helped and satisfied with this average reasonable assistance from the Government, we wanted, and Congress wanted, it understood that it is not a gift; it is not charity at all: it is additional compensation.

Coming now to the subject of the family allowance, a man's wife and children are entitled to the family allowance that the Government provides from the mere fact that they are his wife and children and there will be no examination into the question of their financial condition. If they want this aid from the Government they will get it without question. Of course it is not supposed, and therefore Congress finally consented to let the provision stand in the way it was drafted—it is not supposed that the wife of a millionaire is going to make application to the Government for \$15 a month in addition to the compulsory allotment that her husband must make to her. In fact it is assumed that she is not going to have her husband give her this allotment out of his pay to be deducted from his pay. In other words, it is not to be supposed that those people who are in comfortable circumstances, who have independent incomes, either the wife or the husband, and who do not require anything from the Government, are going to make application for this family allowance. In fact, it is expected that such people will come in and waive the allotment that the husband would otherwise be compelled to make out of his pay.



## COMPULSORY ALLOTMENT.

I have used the words "allotment" and "allowance." Let me get down to still further details as to that. The Government is ready to help the family but the Government does not intend to absolve the married man from his first and primary obligation—that is, to contribute to the support of his wife and his children. This law recognizes and enforces that obligation. It is the first time that the Federal Government as such has recognized and enforced that obligation by law. This law says the first thing that a soldier and sailor must do is to contribute in fair measure to the support of his wife and children, and we are going to make him do it. We are going to deduct a certain amount from his pay whether he will or not. We are going to ask him, "Have you a wife and children?" And he must answer that question and he must answer it truthfully, because the law provides a penitentiary punishment for knowingly false answers to questions that are put in those printed blanks. He must answer truthfully whether he has a wife, children, or divorced wife who is entitled to alimony under a decree of court, and if he has any of these three the Government will make what is called a compulsory allotment, or what perhaps might better have been called a deduction from his pay, and this will be made by the Government whether he wants it or not.

Now, I said that the wealthy woman or the wealthy man's wife would waive that. We have a provision in the act by which the wife may waive on her behalf and on behalf of her children; but we are guarding her against her own folly or her ultrapatriotism or the undue pressure from her husband. Because there are some fellows, and they may get into the Army and Navy, who would be glad to keep their whole pay and let the wife shift for herself; and there are wives who may be so subdued by their husbands or so patriotic or who think they are so patriotic as to let their husbands do this. And so, while a wife may waive, she must make a showing to the bureau by proper affidavits that she is able to support herself and her children without this help from the Government. Of course if she does that the Government gladly permits it, because the Government has no intention of throwing away money. At the same time we do not want to make it difficult for those who really do need it, and I do not mean only those who would be poverty-stricken without it, but those, too, who need it for a reasonable measure of comfort. In order to make it possible for them to get it the Government makes no inquiries as to their actual dependency. If the wife or children ask for it, they will get it without question.

I say, without question. There is a further provision in the act that a man may on his own application or otherwise for good cause be exempted from giving this allotment; not only that the wife may waive it, but he may be exempted, and you will see at a glance that that is proper, for if the husband is away and the wife is not conducting herself as she ought to conduct herself, that is bad enough in itself; it would be much worse to make the husband pay her and thus enable her to keep on in her misconduct; and it is that sort of a case that is intended to be guarded against by this provision permitting an exemption from the allotment.



**VOLUNTARY ALLOTMENT.**

Now, it is only as to the wife and children and to the divorced wife that the Government makes this deduction, whether the man wishes it or not. In other words, it is only as to them that the allotment is compulsory. Subject to any regulations that the Secretary of War or Navy may make, a man may allot as much or all of his pay as he pleases for any other purposes. He can't allot it away from the wife, children, or divorced wife to the extent that they are entitled to it under law; but the rest of it, or if he has not any of them, then all of it, he may allot as he pleases for any purpose he pleases; this, however, is subject to regulations, because the Secretary of War may well say a man must not deprive himself of all of his spending money. Now, while he may allot, subject to these regulations, to any person and for any purpose that he pleases, there are certain persons to whom he ought to allot, to whom he may feel that he ought to allot, and there are certain persons to whom if he does make a proper allotment the Government will add an allowance.

Now note the distinction. To the wife and to the children and to the divorced wife the allotment is compulsory. He has not any option except, as I said, the waiver and the exemption. To these other people there is no compulsion. If he does not want to support his aged mother, who is dependent upon him, the pressure of public opinion will have to make him support her—the pressure from his fellows. The Government will not, without his consent, deduct it from his pay. But as an incentive for a man to support or to help support his father, his mother, his grandchildren, his brother, or his sister, if they need his support, the Government says, "If you will contribute to their support and they need still more, we will add something to it." So that while the allotment to these people, these relatives, is not compulsory, it is a condition precedent to the Government giving an allowance. It is compulsory if the man wants them to get the Government allowance in addition to what he gives them, and if he does not want them to get the Government allowance, then he can do as he pleases.

**AMOUNT OF ALLOTMENT AND ALLOWANCE.**

Now, to get down to the figures. First, as to the compulsory allotment. A man must allot to his wife and children at least \$15 a month. That is the minimum. That leaves a private, even in the United States, \$15 for himself.

I ought to have said long ago that this allotment and allowance article of the act does not apply to commissioned officers and it does not apply to Army and Navy Nurse Corps. It applies only to enlisted men, which, of course, as you know includes the noncommissioned officers, and in the Navy the petty officers, and it also applies, by express statement that it shall so apply, to the men in the training camps. Of course, men in the training camps are not officers and are not ordinary enlisted men; but we have defined them for the purposes of the act under the words "enlisted men." Now, the reason for the distinction again is obvious. The commissioned officers get more pay, and the Army and Navy nurses are really employees and get the same salary that they get when there is no war, and therefore it was believed that their families were not entitled to this extra help.

Furthermore, it was not believed that it was essential to compel an officer to do his duty to his family. We could leave that to them.

Now, to come back to the figures. The minimum that a man must give to wife and children is \$15. But he may be compelled to give more than that. That depends upon his pay and depends upon the size of his family and the amount that the Government gives, because he and the Government are sharing alike in this thing, subject to a minimum and a maximum that he must give. It is a 50-50 game. The amount that the Government gives is fixed in the law—\$15 for a wife, \$25 for a wife and one child, \$32.50 for a wife and two children, and \$5 additional for each additional child.

Now, that is what the Government will give. The man must give the same, except that the man need not give more than half his pay, and he can't give less than \$15. Of course it is obvious that if he has a wife he can not give less than \$15, because the Government gives \$15, and \$15 is half pay of the lowest paid man in the Army and Navy. But there is another example that I will give you which shows the need of putting in that \$15 minimum, and that is this: If a man has no wife and has one child, that child gets from the Government only \$5 a month. But the father must give \$15 anyway, so that the child will have \$20. You will see that there is where the minimum becomes important. The allotment must equal what the Government gives, but it must be at least \$15; it need not be more than half pay; so that if there is one child only, that child gets \$5 from the Government, but the man must give that minimum of \$15, which makes \$20 for that child. On the other hand, if there is a wife and four children, the Government would give \$42.50, but if the man is a private and is getting only \$30 as his pay, all he needs to give is \$15. Or if he is in the higher ranks of the non-commissioned officers and is getting \$100 a month, he will have to give not half his pay but what the Government gives, \$42.50.

Now, I said \$5 for one child, but supplemented by \$15 compulsory allotment brings it up to \$20. Five dollars for one child, \$12.50 for two children, and \$20 for three children, \$30 for four children. You see those steps are a little bit steeper as we climb up. The reason for that, when you think a moment, is obvious, but it always raises a question if you take it without thinking about it. The man's allotment remains the same or may remain the same. Now the larger the family, the less each one would get out of that \$15 that he gives, and therefore the more the Government ought to add per head to do justice. You see, adding \$15 to \$5 gives \$20; if there are two children, you add \$12.50 to that \$15, which gives \$27.50; if three children, add \$20, which gives \$35; and if four children, add \$30, which gives \$45; so that if you count it up you will find that as the family increases the per capita of each child from the allotment and the allowance combined is just a little less, and that is on the theory that it costs a little less per head the larger the family.

So much, then, for the allowance to those to whom an allotment must be made, unless it is waived. I ought to add what is probably obvious, that a wife can not waive the allotment and then come and ask the Government for the allowance. She can't say to her husband, "You can just keep that whole \$30, and I will be satisfied with what the Government gives." She can't get anything from the

Government unless her husband gives her an allotment; and if she waives the allotment, she can not get anything from the Government.

Let me suggest that as I am going on to something else it might be just as well to interrupt me if you want to ask any question about the things I have just talked about. You will not disturb my train of thought.

A MEMBER. In this allotment to the wife with no children of \$15, and the husband makes an allotment of \$15, that means the wife will receive \$30 from the Government.

Judge MACK. Yes. I do not like to put it that way. The husband is giving \$15 and the Government is adding another \$15.

A MEMBER. That is with no children.

Judge MACK. Yes. If there is a wife with one child the Government will add \$25 to what the husband gives, and so on up the scale.

I ought to say a word as to the divorced wife. A divorced wife can get the same as a wife—that is, \$15 a month—and the husband must make the same allotment to her. Of course a man's children by a divorced wife are his; there is no difference between children. The divorced wife without children can get at the best what a wife can get, namely, \$15 a month from the Government and \$15 from the man. But there are certain limitations to what she can get. In the first place she can not get more, counting the allotment that he must make and the allowance together, than the alimony which the court decree provides. Now, suppose the court has said that the husband shall pay to her \$20 a month alimony. That \$20 a month would be made up first out of the \$15 that the husband must himself allot and then \$5 that the Government would add. On the other hand, if the divorce decree said \$30 a month, then she would get \$15 from the man and \$15 from the Government.

But the divorced wife is subordinated to the present wife and the children, and if the entire amount that the husband must give is needed by them, then the divorced wife can not get anything from him; she would still get a Government allowance, subject, however, to their prior rights. She comes next to them, ahead of those others that I am going to talk about, but she does not come equal to them or ahead of them. Let me put that in an example. Take a man making \$90 a month. Suppose he has got a wife and three children and a divorced wife, and the divorced wife is entitled to \$30 a month alimony. Well, now, the wife and three children would be entitled to \$37.50 from the Government. They are entitled to the same thing from the husband. I said he was getting \$90 a month. He would be compelled to give the same as the Government gives, but not more than half his pay. So that she would be entitled from him to \$37.50 a month, the same as the Government gives. But as half his pay is \$45, he can be compelled to give the balance, \$7.50, to his divorced wife. That takes up half his pay, and that is the extent that he can be compelled to give.

Now, then, the Government has given \$37.50 to the wife and the children; but the Government is ready to give when necessary up to \$50; this, however, is the maximum that the Government gives to all put together. Now, as it has given only \$37.50 to the wife and children there is still \$12.50 left that can be gotten from the Government by the divorced wife. She would thus have \$7.50 from the man and \$12.50 from the Government, making \$20 a month; she



could not compel payment of the entire \$30 that the alimony decree gave her. That is simply to show how the thing works out. Of course if a man is a private with \$30 pay, his wife and children would get the entire \$15 that he would have to allot; they would get \$37.50 from the Government, the wife and three children; and there would still be \$12.50 Government allowance remaining; that \$12.50 would go to the divorced wife on account of her alimony.

Col. LORD. May I ask you to emphasize the point made there that not more than \$50 will be paid by the Government on account of any enlisted man?

Judge MACK. I will emphasize it again when I come down to the next head. Now, coming to other relatives who may get an allowance—

A MEMBER. I would like to ask a question on a divorce matter. Take a case where a man is divorced and she does not get alimony.

Judge MACK. She doesn't get anything.

A MEMBER. And she has a child.

Judge MACK. The child is the same as any other child.

A MEMBER. In that same case, suppose you have a divorced wife and the wife has three children; does the Government supply any money?

Judge MACK. You mean, just take the wife with the three children? The man's pay is \$90. The Government gives \$37.50 to the wife and the three children; the man must give the same.

A MEMBER. Then she gets twice as much.

Judge MACK. She would have an income of \$75 a month.

A MEMBER. The man gives the same as the Government?

Judge MACK. The man gives the same as the Government up to the maximum, except he can not give less than \$15, no matter what the Government gives. Take that case of the one child, where the Government gives only \$5; he can not be compelled to give more than half of his pay, but he can be compelled to give up to half if necessary; but he must give \$15. If the Government gives \$37.50, all he need to do is the same; he need not give \$45, half of his pay, if the Government gives only \$37.50.

A MEMBER. If his pay is \$80?

Judge MACK. Still \$37.50. If \$70, only \$35, and the Government will give \$37.50; and if he were a private he would give only \$15, and the Government would still give \$37.50 to the wife and three children.

A MEMBER. Suppose the soldier has a waiver?

Judge MACK. The children alone can not waive—there is no provision for waiver by these minors—but their mother can waive for herself and for them, and under proper circumstances exemption can be granted.

A MEMBER. In the case just stated, if the man were a private, how much would the Government give over the \$37.50 to the divorced wife—up to the \$50?

Judge MACK. Yes; the Government is ready to give, if necessary, within the terms stated by the law, up to \$50. Now, the law says that to a wife and three children \$37.50 goes from the Government; to a divorced wife, just like any wife, \$15. That brings it up to \$52.50. But the Government says that the maximum is \$50. Inasmuch as the wife and children come first, the \$2.50 loss must be suffered by the



divorced wife. Therefore the divorced wife gets \$12.50 instead of \$15. Does that make the situation plain?

A MEMBER. Yes, sir.

Another MEMBER. A man getting \$70 a month can allot more than half? He can make an allotment of \$50?

Judge MACK. He can make any allotment he pleases, subject only to the Army regulations.

A MEMBER. My question is this, then, whether a man who gets \$70 a month, and has a divorced wife and a wife, could defeat payments to the divorced wife by allotting \$50 to the present wife?

Judge MACK. No; that is answered by what I said; that while a man can allot any of his pay he can not allot it until after the compulsory deduction is made. Now, the compulsory deduction would be for wife and children and divorced wife, and therefore those must come first and come out of his half pay alone. His other half pay is perfectly free. Now, a man with \$70 pay, having a wife and three children and a divorced wife, can not be compelled to give anything to the divorced wife because the \$37.50 which the Government gives the wife and three children would be supplemented by all that he can be compelled to give—half his pay; that is, \$35; his wife and three children would be entitled to that entire amount; all the divorced wife could get would be the balance between \$50, the Government maximum, and the \$37.50 allowance which the wife and three children get.

A MEMBER. If a man wants to give more than the compulsory allotment does the Government prevent him?

Judge MACK. No; a man can give as much as he pleases but the amount which the Government adds is definitely fixed for each case.

A MEMBER. In case of a fine, what happens? Suppose a soldier is fined. [Laughter.]

Judge MACK. We are going to try to arrange for that by regulation. I don't know whether the interdepartmental committee has taken it up or not.

Col. LORD. We have discussed it.

Judge MACK. What we are going to try to do is to have the Army and Navy Regulations provide that it will come out of the other half of the fellow's pay. [Laughter.]

A MEMBER. In the Navy there are certain conditions under which a man's pay stops, where illness has been contracted through some fault of his own, and he may go to a hospital for some period of time, and during that period he loses all pay. What would be the result under those conditions?

Col. LORD. May I answer that? That can be covered by regulation.

A MEMBER. Pardon me, in the Navy it is in the law.

Judge MACK. Have you taken that up for discussion?

A MEMBER. It was passed in the Navy two years ago.

Col. LORD. They have the same law in the Army.

Judge MACK. Have we the judge advocate's representative here? He can answer that question.

A MEMBER. May I ask that a memorandum be made of that?

Col. LORD. I will make a note of that.

A MEMBER. Suppose the court allows a divorced wife a certain amount and the Government allotment does not come up to that amount, does the man have to make up the rest from his own pay?

Judge MACK. What do you mean? As a matter of law, or morals, or what? A man's pay from the United States Government can not be taken by any court. Does that answer your question? It is only the United States Government itself that can permit or direct that. Now, a man's pay can not be attached. No creditor, whether it is a divorced wife or anybody else, can attach it, and that is why we made these provisions as to compulsory allotment.

A MEMBER. Judge, if a notation is made on the pay roll, \$20 or less, the paymaster will do some attaching.

ANOTHER MEMBER. In the Navy, if men are sick as a result of their own misconduct, they lose their pay just as if absent without leave. In the case of illness there is absolutely a law on the subject which takes all their pay, and they must serve additional time when they come out of the hospital.

Judge MACK. If men get no pay and are entitled to no pay from the Government, their families get no allotment, because the allotment is dependent on the pay. If the man so conducts himself that the Government owes him no obligation, he has absolved the Government from this obligation to the family as well. That is hard, but that is life. Families suffer through the misconduct of the man. They suffer when a man is sent to the penitentiary, but they have to support themselves, and if the man misbehaves himself and in that way is going to lose his pay the family will not receive the compulsory allotment. He makes them objects of charity, and charity will take care of them, but they are no longer the charges of the Government under this kind of a law, except as to the allowance.

Now, on the other hand, if he has done something for which he is merely fined, the court-martial can not deprive his family of its compulsory allotment; he himself will suffer longer through that fine and his family not suffer; the fine comes out of his half of the pay. As long as the law itself does not deprive him of that pay, the compulsory allotment continues.

A MEMBER. Is that the answer to that question, or will it be taken up in discussion?

Judge MACK. No; if the law does not take away the pay, his family is entitled to allotment of pay.

A MEMBER. That is a temporary condition.

Judge MACK. During the temporary condition the temporary suspension applies.

A MEMBER. That is the law on that subject, is it?

Judge MACK. Yes.

A MEMBER. I should like to take it up in conference and discuss it again.

ANOTHER MEMBER. The family allowance is absolutely dependent on the allotment?

Judge MACK. No; there is a provision that exemption may be granted from the allotment, but that provision was not intended to apply to cases of this kind. I gave you the sort of a case to which it was intended to apply.

A MEMBER. Unfortunately, you can not explain in detail just to what that applies, but I think when Maj. Leonard comes back he may explain. It hardly seems fair.

Judge MACK. There is this provision in the law, that exemption can be given by regulations.

A MEMBER. It hardly appears fair for the dependents.

Judge MACK. What I have been saying does not apply to the allowance but only to the allotment; but if the man is discharged for misconduct he necessarily injures his family. So, too, if he becomes disabled through his willful misconduct his family as well as himself are cut out of the compensation provisions.

A MEMBER. A man is absent without leave. Under certain conditions he is treated as a deserter and his pay is then withheld until the question is determined whether he is or is not a deserter. Does the family allowance go on?

Judge MACK. Until it is decided, the family allowance goes on, if he is in the service. Has he deserted?

A MEMBER. No; he has come back, but the question is not decided. He is taken from the pay roll. How can they take out the allotment?

Col. LORD. Take it out when they get a settlement. I do not understand that we are going to wait until we hear from the field or the ships. We are going to plan to pay in the Army as soon as the money is due. We will hear from the field afterwards.

A MEMBER. I would like to know about the family allowance. I have gained the idea that the family allowance was something given by the Government depending not at all on something else. It is the Government's business to collect the allotment. If they fail to do it that ought not to affect his allowance. If a man does not get any pay the Government can't take anything from him. In the meanwhile the man is in the service until he is discharged.

Judge MACK. Possibly I do not quite understand you when you say "family allowance." Do you include in the words "family allowance" that part which he himself allots or do you mean only the additional amount?

A MEMBER. I have made in my own mind this distinction: That having found out that a man has a family the Government contributes to the support of the family and then they are going to make the man contribute as a secondary proposition.

Judge MACK. The Government payment of allowance is conditioned upon the making of the allotment. That is the express statement of the law. Now, the making of that allotment may be waived; may be exempted by the Government. But unless the Government exempts him from paying that allotment the allotment must be made if he gets pay in order to get the allowance.

A MEMBER. Yes; but if the allowance is conditional upon the allotment, the allotment itself being compulsory, it follows that the allowance must be compulsory.

Judge MACK. The allotment is compulsory if a man is earning it; if a man has no pay, there can be no allotment.

A MEMBER. But he is in the service just the same. He is serving his country for hire.

Judge MACK. In the case you put he is serving his country, is he?

A MEMBER. So long as he is in the service he theoretically is.

Judge MACK. You are assuming the case that a man is in the service, but nevertheless his pay is suspended.



A MEMBER. Yes; a man who is absent without leave and is technically a deserter and is entitled to no pay for the time being. Later it may be decided that he really is not a deserter, but meanwhile his pay is withheld. Now, he is subject to orders. It may have been a mistake. He is there and still in the service and continues to be until discharged.

Judge MACK. Under this law, unless the pay was earned, that share which he must compulsorily allot to his family would not go to the family. But if he is in the service, and though without pay temporarily while the allotment is suspended, the family allowance will go on. That should be simply a temporary exemption, and when it is finally determined that the man was entitled to his pay that share of it that ought to be paid to the family will be taken out as back pay, and in the meantime they will have to shift the best they can because of what the man has done.

A MEMBER. Following out that same question, there would be two items in the payment to the beneficiary, one the amount collected from the man, if anything, and the other the amount contributed by the Government.

Judge MACK. Yes.

A MEMBER. In the first sentence of section 205 it says, "That family allowances for members of class A shall be paid only if and while a compulsory allotment is made to a member or members of such class."

Judge MACK. Yes.

A MEMBER. It does not say, "made and paid"; it says that the allotment is made. Wouldn't that establish the right to the allowance?

Judge MACK. Yes; it would.

A MEMBER. And even if the allowance were paid without having collected the allotment from the man, if there is no allotment to collect, the allowance would have to be made just the same?

Judge MACK. While the language could be clearer, the word "made," as here used, is equivalent to "not waived or exempted."

A MEMBER. If a man has a family that is only partly dependent on him, does the Government give him the same conditions as the man who has a family entirely dependent?

Judge MACK. Yes. I said that a multimillionaire's wife can apply for this \$15 a month from the Government, and the Government will pay it, and have no further questions if she wants to apply for it. It is not expected that they are going to do that.

A MEMBER. These cases that have been mentioned are with reference to men that have been acting in such a way that they are not entitled to any pay. Take the case where a man is paid for 30 days in a month that has 31 days. I suppose the allotment would be payable under those circumstances.

Col. LORD. Only 30 days in a pay month.

A MEMBER. Well, take 29 days; then, if he happened to be sick one day his family would go without any allowance; is that the interpretation?

Judge MACK. No; they would not. I do not know whether by law pay is suspended in that case; if it is, then allotment but not allowance is also suspended.



A MEMBER. One more question: Take the case of a man with a wife and one child. She would receive \$25?

Judge MACK. Yes.

A MEMBER. And no matter what the man's pay is, if his allotment is added to that \$25 she gets pay from the husband and pay from the Government—two sources?

Judge MACK. Yes.

A MEMBER. And if the man is a private the husband would give her \$15, because that would be half of his pay?

Judge MACK. You see, pay is defined in the act as pay for service in the United States, according to his rank and according to the period of his service; allowances are cut out; the \$3 extra for foreign service, etc., in determining this half pay. It is the pay that a man gets while serving in the Army in the United States. You will find that definition in section 22, and I will come back to some of these other definitions in a few minutes—"Pay for services in the United States, excluding all allowances."

A MEMBER. Under your definition of enlisted men I see where it says "enrolled, drafted, and otherwise." I will ask you what is meant by enrolled?

Judge MACK. That is a Navy term. The Navy put that in.

A MEMBER. That would not include field clerks?

Judge MACK. It was thought to refer only to certain men in the Navy. But I am advised by The Judge Advocate General of the Army that field clerks, and field clerks Quartermaster Corps, are enrolled in the Army. They are therefore within the act under the definition of enlisted men.

We come next to other relatives, for whom, as I said, an allotment is not compulsory. But it is a condition precedent to getting the allowance, unless an exemption from making the allotment is granted. Now, the situation as to this is totally different from that as to wife and child. The millionaire mother, father, brother, or sister could not get anything from the Government, because the Government allowance to these other relatives is subject to several conditions, and, first, that they must be actually dependent, in whole or in part, upon the man. If they are not dependent, they can not get anything, no matter whether he makes them an allotment or not. And, second, they can not get from this allotment and the allowance combined more than the man himself has been habitually contributing during the period of dependency, but not exceeding the past year. In other words—but let me give you an example. The amount of the Government allowance is \$10 to one parent, \$20 to two parents, and \$5 additional to each additional parent—because a man can have half a dozen parents as the word "parent" is defined by this act—\$5 to each grandchild, brother, or sister. Now, as I said, none of those payments are made unless the individual is dependent in whole or in part upon the man, and, second, none of those payments are made unless the allotment that the man himself must make, if he wants anything to be paid by the Government, is less than what he has been habitually paying to them.

How much must the man allot in order to get this allowance? Well, that depends. If he is giving a compulsory allotment to wife,

children, or widowed mother, then, in order to get an allowance for these other relatives he must allot one-seventh of his pay, but not less than \$5. A man making \$70 a month would have to allot \$10. Anybody getting less than that, in proportion. Now, then, suppose he is a private. He has to allot \$15 a month if he is allotting to a wife, children, or divorced wife. If he is not allotting to them, then he must make the same allotment to these parents, brothers, and sisters that he would make to his wife or children. In other words, he must give up at least \$15 a month under all circumstances before the Government will do a thing for his wife and children, and if he is not doing this then he must do the same thing for his parents before the Government will step in. If he is giving money to the first class, then he must give something to the second class, unless the Government waives the additional amount, and this sum must be at least \$5, and it must be one-seventh of his pay.

Now, to come to an example: A private who hasn't a wife or child or divorced wife has a father and a mother. They are both dependent upon him. He has been their support. Assume he has been giving them \$15 a month to live on. Now, let us see what the situation is. He has no wife, child, or divorced wife. He is getting \$30 a month. He must give half his pay. He must give \$15 at least, and as that is half his pay it is both maximum and minimum. Now, he must give them \$15. Two parents can get \$20 from the Government; so that they might in proper case get \$20 from the Government and \$15 from him. That would be \$35. But I said that he had been paying them only \$15 a month before he went into the Army. Therefore they can't get anything from the Government. His \$15 that he gives them is all that he gave them before, and therefore it is all that they are entitled to under the law.

Now, suppose, on the other hand, that he has a wife and children or a wife. He gives that wife \$15. Now, he wants his father and mother to get something. He must give them another \$5. But he has been contributing \$15 to them before the war. The Government will then add \$10 so that they will still get the \$15. If he had been contributing \$25 or more to them before the war the Government would have been ready to add \$20 to his \$5, making a total of \$25. Is the example clear?

A MEMBER. I suppose if it takes all that a man makes for his allotment to his parents the Government will go 50-50.

Judge MACK. Put your example.

A MEMBER. For instance if you have a widowed mother and you allot her \$30, will the Government go 50-50?

Judge MACK. No; I have explained to you, tried to explain, these limitations. If there is one parent the Government will allow a maximum of \$10; for two parents the Government will allow a maximum of \$20. Now, that is all the Government will allow under any circumstances, no matter what the man gives. The Government will not allow more.

Now, to emphasize again one more point. Col. Lord asked me to emphasize the point that the Government will add under no circumstances more than \$50. It does not make any difference what the man

allots. The wife and the children come first, the divorced wife next, and then come these parents, brothers, and sisters in sharing in that possible \$50 that the Government gives.

A MEMBER. What form of proof is required of the amount that has been paid by the man to his family?

Judge MACK. That is a matter that will be prescribed by regulations, but until the bureau can investigate further it is apt to take the statement of the man and his mother as to what has been actually paid, because a man is going to the penitentiary if he knowingly makes a wrong statement.

Col. LORD. The Army had the same proposition to meet in connection with the \$5,000,000 that was distributed in connection with the Mexican mobilization, and that was a troublesome problem that we had to solve, to establish definitely and with certainty how much had been customarily contributed by the soldier toward the support of the designated beneficiary. But we solved it.

Judge MACK. It is a difficult problem, and we have endeavored in this act to get away as far as we could from the necessity of investigating questions of dependency. That was one of the reasons why we said, Give the wife and children, if they ask for it, without going into the question of whether they really need it or not, because as was said in answer to arguments of Congressmen and Senators, it will cost the Government more to investigate whether these wives and children are really dependent than the amount that would be saved from those who did not need it and nevertheless asked for it.

A MEMBER. In the case of petty officers, many of them leave an allotment of \$75 for their families. Maybe they earn \$90. Now, we say that they are compelled to leave one-half of their pay. We will say that it will be \$50 in the case of \$100 pay, and that he had a wife with no children. Would the Government still give \$15 in addition to the \$50? The \$50 would not be compulsory.

Judge MACK. It would not be \$50 compulsorily. Let me try to put it again. A man must allot only the same amount that the Government itself is paying. But even that is subject to two limitations; that he must allot \$15 a month and that he need not allot more than half his pay. Suppose that man has a wife and no children. How much is the Government going to give her? \$15 a month. So, then, the man must allot the same amount that the Government gives, that is \$15, isn't it? That is all that the man must allot, because it is also the minimum that he can allot. But the maximum half pay is only if the Government were to give up to that.

A MEMBER. But what I meant, the point is this, that he has been leaving \$70, but irrespective of the amount that he allots, the fact that he has a wife, the Government allots, then, \$15, irrespective of what he has been leaving for her.

Judge MACK. Irrespective of what he gives, in excess of \$15, the Government will give only \$15. Now, he may give her another \$5 or he may give her his entire pay if he wants to, but the fact that he gives more than \$15 does not influence the Government in giving any more. The Government amount is fixed.

A MEMBER. A mother has more than one son, say three, in the service. Does she get allowance from all three sons? [Laughter.]



Judge MACK. Yes, she may; that is so for this reason. You will find an express provision to the contrary when it comes to the compensation section; but as to the family allowance section, it is so for this reason: First, she must be dependent upon the son, and second, the total amount that she is going to get in respect to any of these sons is not more than the amount that she has been habitually getting. It would have been unjust to confine it to one son because that one son might have given all his allotment to support his wife and children. Therefore there is no limitation to a mother getting from all of her sons in the Army or Navy, but she can not get more than she has been accustomed to get from them. And she must be dependent upon each one as to whom she gets an allowance.

A MEMBER. I have been trying to follow you very closely. I would like to ask from a standpoint of financial or domestic interest, is a man allowed to make an allotment to his sister or brother regardless of their present financial state—that is, if their financial situation is sufficient to take care of their vital needs, can you make an allotment just the same?

Judge MACK. If you mean exactly what you say, the answer is simple; yes. But if you mean, can he make an allotment and thereby secure a Government allowance, the answer is no.

A MEMBER. That is what I meant.

Judge MACK. The answer is no, for this reason: That they are not dependent upon him; that is the very hypothesis of your question, that they were not dependent upon him.

A MEMBER. Yes, sir.

Judge MACK. If they are not dependent upon him they would not get it.

I have tried to say that father or mother or grandchildren or brother or sister can not get a Government allowance unless they are actually dependent upon the man in whole or in part, and they can't get it even then to a greater extent than he has been habitually contributing to them, and his allotment is first taken into consideration, and only if he has been contributing more than he has to allot to them can he come to the Government for the balance, and then subject to the limitation that all the Government gives to each dependent parent is \$10, and to each dependent brother, sister, or grandchild, \$5.

A MEMBER. That was my understanding. I wanted to be sure.

Judge MACK. I am not criticizing you for asking questions. I do not want you to hesitate to ask questions because you might think that they are foolish questions. It is the apparently foolish question that brings out the points.

A MEMBER. In the instance where the parent had three sons in the service and before they went into the service the three sons had contributed to the support, but had different salaries and had contributed in varying amounts, the parents therefore are dependent on all three sons, but in the event of a son being killed who was in the habit of contributing the largest amount, would the Government only give them the sum contributed by one of the remaining sons?

Judge MACK. Under the law each son is considered separately in the family allowance, because that allowance will depend upon his contribution and not on the contribution of his brother.

A MEMBER. Even in the event of the death of his brother?



Judge MACK. It is possible that the words of the law could be stretched to cover that case. I say it is possible, but not certain, because we have expressly provided for that sort of case in the compensation article. You will find, when I come to that, in article 301 (g), at the top of page 9, that such compensation shall be payable whether her widowhood arises before or after the death of such person and whenever her condition is such that if the person were living the widowed mother would have been dependent upon him for support. Now, that is a case similar to the one you are putting. Suppose she was not dependent upon him at any time during the year before he went into the service, but she would have been dependent upon him at the present moment because the family status has changed; suppose her husband has died; if this boy had not been in the war, she would have been dependent upon him.

That may be one of the omissions in the act, or it may be that the bureau can cover it in a reasonable way by a broad construction of the act.

A MEMBER. It would be well to discharge that man and let him go home.

Judge MACK. That would be one solution. [Laughter.] Because a man can be discharged if after he has entered his people become dependent upon him.

A MEMBER. His regimental commander is the judge of that under the War Department's letter of April 4, 1917.

Judge MACK. Now, you have, none of you, asked about something provided for in section 208, but I will call your attention to it. How are you going to divide this between wife and children and between parents, grandparents, and the others? Well, the bureau will provide regulations. The bureau can apportion it as it pleases. Those regulations are not yet provided. Experience will have to demonstrate how best it can be done.

A MEMBER. Judge Mack, if a man's wife is working and makes enough money to take care of herself, will she get that \$15 paid as an allotment?

Judge MACK. Yes, I will say again; because it is evident I have not made myself perfectly clear to everybody; just as that millionaire's wife can get it if she wants it, so can the working woman. And she has a perfect right to get it. Is that clear?

A MEMBER. Yes, sir.

Another MEMBER. Judge, suppose a man gets married after this goes through?

Judge MACK. It does not make any difference when he gets married.

A MEMBER. I wanted to get to this point: Is \$15 that the Government allows at the start allowed on the day you get married?

Judge MACK. Yes. [Prolonged laughter.] I may say that there was one sailor boy who was as enthusiastic and punctual in his attendance at the meetings of the committee while this was going through as I was, and the moment I told him it was through and they had not compelled the wife to be actually dependent upon him—the Senate already had put in a provision, and it was only at the last moment that they struck it out, that the wife or child must be just like the rest of the relatives, actually dependent—the moment I told him that they had stricken that out and that it would not make

any difference whether that girl was working or not, he sent a telegram out to Los Angeles to come on. [Laughter.]

**DIRECTOR DE LANOY.** The director was going to ask you as to whether he wanted to state when this wedding is to be held. We might make an official memorandum of it.

**A MEMBER.** If a man gives anything over the \$15 to his wife, a man getting \$100, we will say, and allots at least \$15, application has first to be made before the \$15 will be given by the Government?

**JUDGE MACK.** Yes. In other words, the grant of this money by the Government is not automatic. Application must be made.

**DIRECTOR DE LANOY.** That is an important feature.

**JUDGE MACK.** The point about it was this: While we do not for an instant want to deter anybody who is reasonably entitled to this money from applying for it, at the same time even this millionaire's wife might take it for pin money if she did not have to apply for it, but she would not take it if she did have to make a direct application. Now, what I want to impress on you, however, in that connection is this: There are many men in the ranks of the privates and noncommissioned officers who have made tremendous sacrifices in going into this work, who have given up salaries of \$100, \$200, \$300 or more and are taking the Government's \$30 to \$100 per month and whose wife and children have very little, if anything. Now, there is no reason in the world why those men or the wife and the children should not apply for this. The Government is giving it, and they are going to have a hard enough time as it is in getting down to a much lower scale of living than they are accustomed to, and the fact that they may have just enough to keep them from poverty is no reason for refraining from asking for the allowance, because it is intended by the Government that they should have it. The people who ought not to have it are those who are abundantly able to take care of themselves without it.

**A MEMBER.** Judge Mack, for information, we will say, a man has a wife and child. Would it be a proper procedure to immediately check his pay account?

**JUDGE MACK.** Oh, yes.

**A MEMBER.** Well, then, would that not automatically start an allowance to his wife?

**JUDGE MACK.** No; the allowance must be applied for anyway.

**A MEMBER.** It has to be applied for anyway?

**JUDGE MACK.** But the allowance application blanks are being printed now with the information that is necessary to go with them, and the plan is to have them in your hands to-morrow morning, so you may see just what they say; in fact, I hope that before we get done this afternoon we may have this material. I would like very much if we could get hold of them, and I would like very much to have the insurance blanks before I get done here.

**A MEMBER.** Judge Mack—

**JUDGE MACK.** Just a moment. Of course, we purpose having these blanks distributed throughout the Army and the Navy, and it is the duty of every enlisted man, his absolute duty, to fill out one of these blanks and to do it right away.

**A MEMBER.** Judge Mack, might I ask a little elucidation on the question of the officer here? It would be a matter that would be covered by regulations, would it not, whether or not you make a checkage

against an enlisted man's pay simply because the fact has been developed that he has a wife and children?

Judge MACK. Oh, yes; I almost forgot one thing before leaving this subject; the matter of compulsory allotment and Government allowance begins November 1. That means that the first deductions will be on the November pay roll, so that we have quite a bit of time to gather all of this information.

A MEMBER. Judge Mack, could I ask a question about methods? Now, from the standpoint of a company commander, suppose he checks his men up and assorts the bachelors and benedicts, and has his two lists.

Judge MACK. Let me suggest to you that you put that question to-morrow or Thursday, because I am not now prepared to discuss it, and that is one of the most important things that you gentlemen are here for—to consider together and to consider with the administrative officials the best methods of actually distributing all of this information.

A MEMBER. My point was that if you take your list of married men, and some of them do not make this application, is it then the company commander's duty to send the application to the wife to see whether she wants to make the application or not?

Judge MACK. Well, I do not know, but it is the duty of the man to fill in the information. Now, that is a matter to be determined and is a very interesting question, and suggests the possibility of putting it up to the wife if she wants it and the man does not want it, because the beneficiary may apply.

That is the point I make, because the beneficiary may apply.

A MEMBER. Judge Mack, not desiring to interrupt you too much, I should like to ask with regard to this matter that frequently in the Army they have had cases come through the office of complaints from the wife that she is not being provided for by allotment from the husband. I know of very few cases in which the Army commanders have not been able by moral or other suasion to see that the proper allotment was immediately made.

Judge MACK. The danger is in the case of deserted wives. Now, one of the very important things for you to put up to the men in explaining their absolute duty under the law to fill out these statements is that they must tell the truth about that and not play off as bachelors.

A MEMBER. How about deserted husbands; I know of cases like that?

Judge MACK. Deserted husbands?

A MEMBER. She gets this money?

Judge MACK. Oh, no; a deserted husband would have to ask for exemption from allotment and show that he had been deserted by his wife. After she has had an opportunity to be heard on the subject, undoubtedly exemption would be granted to him, and she would get neither allotment nor allowance. Of course, there are such cases. That is why that exemption provision was put in.

A MEMBER. Judge Mack, now in case the wife has left the husband, say, several months ago, and the husband does not know the whereabouts of the wife—all at once the wife should find out he is at a certain cantonment and she is going after all she can get and tries to get this allowance—

Judge MACK. Yes?



A MEMBER (continuing). Has the Government then the right to take \$15 of the private's pay to go to the wife?

Judge MACK. Yes; it also has the right not to do it. That was the question I just answered. You are stating the case that was just stated. A wife has deserted her husband, now shall she get this money or not. Well, that is going to depend on circumstances. That is going to be a pretty hard job for Mr. DeLanoy and his associates to decide, but it is up to them to decide. If it is a case of a woman who has temporarily gone away and who would have come back, she may be entitled to it; whereas in the case of a woman who has been away for a long time and is coming back just to get the money, he will undoubtedly decide she is not going to get it; but there will be some very difficult cases there to decide.

A MEMBER. In case she does not show up and there is no other dependent on the man, will there still be a deduction of half the salary?

Judge MACK. You mean, will there be a deduction in case she shows up in the future?

A MEMBER. Yes, sir; or in case she should not show up and there are no other dependents?

Judge MACK. Suppose there is no wife? Is that your case?

A MEMBER. Yes.

Judge MACK. All right, I will come to that. That is the last thing in reference to this allowance. The Secretary of War and the Secretary of the Navy have the power under this act to adopt regulations that so much of one-half of a man's pay as is not allotted either voluntarily or compulsorily shall be deposited with the United States and bear 4 per cent interest. Now, the Secretary of War and the Secretary of the Navy have not yet adopted such a regulation. They have the power to do so at any time they believe it wise. If they do that the result is this, that if a man has no dependents to whom he is allotting and nobody else to whom he is allotting the money, instead of getting that \$30 per month paid to him, say, over in France, the Secretary of War or Navy may say, "We will keep \$15 of it on deposit here for you at 4 per cent interest, compounded semiannually, and you will only get \$15." The reason for that is that it is believed by a good many—and if the Secretary of War so believes it he will make a regulation—that there is grave danger to the morale of the Army to allow the men to have \$30 spending money over in France. And the great dangers are these: First, and perhaps least, because the Government is not trying to be guardian to men as if they were children, the danger to the man himself. Second, the danger that arises when men in the same rank are having a different amount of spending money is to be considered. These men who have wives at home must cut down one-half, and the bachelor will have twice as much. But even that is not as serious as the next. You are going to be brothers in arms of the English and the French, and they get very little pay, and your spending money of one-half pay is going to be a great deal more than their entire pay, and that may be demoralizing. But even that is not the worst. France is poverty stricken. The American boys are in grave danger of looking at money from an American standpoint when they are over in France instead of from a French standpoint. For a French peasant in ordi-



nary times a franc is as big as a dollar; in these times it is a great deal more than a dollar. But for the American boy going over there with comparatively plenty of money in his pocket a dollar does not seem large, and to-day it is not merely 5 francs, it is nearly 6 francs. When he throws away that dollar he is throwing away nearly 6 francs, and that in ordinary times to the French peasant is a great deal, and to-day to most people in France it is a great deal of money. The result is the demoralizing of the very people we are trying to help, because of our extravagance and because through that extravagance we are raising the price of all supplies in France.

Now, those are the reasons that are urged by the commander in chief of the American Army in France, Gen. Pershing, to cut down the spending money of the boys over there, and to cut it down even more than this law provides for, because, in his judgment, expressed and brought over here with his sanction, \$10 a month is more spending money than a man ought to have in the trenches under these circumstances—not that Americans can not be trusted to spend a heap more than \$10, but that under all the circumstances \$10 spending money for the boys in the trenches is now too much.

A MEMBER. Judge, just a moment, before you leave the subject. The decision of the Director of the Bureau of War-Risk Insurance, is the director protected? Is his decision final?

Judge MACK. His decision is final.

A MEMBER. There is no appeal?

Judge MACK. No appeal therefrom. His decision ends it; that is, his decision is final on all questions under this act with one single exception—claims under the insurance policies; if the claimants have a difference with him, they can fight it out in court; but outside of that his decision is final; you can not go to court about it.

A MEMBER. If a man has an allotment already going, is it automatically stopped the 1st of November when you make out this compulsory allotment?

Judge MACK. I can not answer that. I do not know. The compulsory allotment will take precedence. I do not know what the War and the Navy Departments are going to provide as to the present allotments. That is a matter that ought to be taken care of, I should say. I do not know what they have in mind on that. I have not discussed that with them.

A MEMBER. I do not think the intention is to interfere with the voluntary-allotment system of 1899.

A MEMBER. The point is, if a man has made an allotment which runs until it stops, will you take out the compulsory allotment also, or call it to his attention?

Judge MACK. The compulsory allotment must be attended to.

A MEMBER. Of course, the compulsory allotment must be attended to. He has nothing to say about that; but suppose a man at present is allotting the \$15 to a wife, will you take the \$15 plus the \$15?

Judge MACK. Unless he stops it, which he has a right to do.

A MEMBER. Of course he has a right to do it, but might it not be better to construe the voluntary allotment as including the compulsory allotment? Would that perhaps not be a little wiser in the interest of the man? That is a matter that should be carefully considered. A man to-day allotting \$15 to his wife, if a law steps in and



takes \$15 for his wife whether he will or not, I should think it might be well to consider what he has been voluntarily giving to her, if this is to be a part of this compulsory allotment.

Judge MACK. That could be done.

A MEMBER. That would be the natural construction of his voluntary allotment.

A MEMBER. I should like to ask if anything in regard to this has been sent into the field, to the commanders who are there, in reference to the Liberty Loan bonds. If nothing has been sent out as to November 1, I am afraid we will find ourselves in a bad jam.

Judge MACK. All I can say is, I know the Secretary of the Treasury addressed the cantonments out in the State of Washington in connection with the Liberty Loan and he told them about the provisions of this act at the time he was talking to them about the Liberty Loan.

A MEMBER. Is that just recently?

Judge MACK. That is within the last week, October 9, but how far that has been done I do not know; I can not answer that question.

A MEMBER. The question has come in from most of the cantonments as to the effect of the compulsory allotment and the insurance, and I think with few exceptions the commanding generals of the cantonments and most of the large posts have given just the substance of the provisions of this law as to how it would affect the enlisted men, particularly with a view to opening the way for them to continue making their allotments for the purchase of Liberty Bonds.

OFFICER. The lieutenant's suggestion with reference to the Liberty Loan, I think, is a good one for this reason. Many of the company commanders in speaking about the Liberty Bonds have told their men that this allotment in the bill as contemplated would not be compulsory, that these allotments would be optional on the part of the men.

Judge MACK. To the wife and child?

OFFICER. Yes, sir.

Judge MACK. That is unfortunate.

OFFICER. Those statements have been made in our camp and probably have been made in other camps.

Judge MACK. Very unfortunate, because for the last three months anybody who had asked anything about it would have been told the contrary. Neither the original nor any later draft of the bill as it went through contemplated anything but a compulsory allotment for wife and child. It is very unfortunate that any commander should have made statements of that kind.

A MEMBER. Judge Mack, in that telegram of The Adjutant General it was specifically stated that these compulsory allotments were required.

Judge MACK. But Lieut. Peebles means long before that, don't you?

OFFICER. No; just recently, Judge, that this has been done. I might add, too, that the officers are assuming that this present draft does not include any men who have dependents.

Judge MACK. Well, that is a pretty broad assumption.

A MEMBER. Is that not the law, that no man was to be drafted that has a wife dependent upon him?

Judge MACK. Well, a man may be exempted if he has people dependent on him, but that word "dependent" has been construed differently in different States, and there are many men who have families dependent on them who have insisted patriotically on going to war anyway, and they have done it because a number of them knew that the Government was going to make some such provision as this. Moreover, in the second draft the situation will be different because of this provision.

Before I touch on compensation let us go back to these definitions on page 4. In the first place, so far as the allotment and allowance is concerned, what usually is called a common-law marriage, if it has existed for two years, will be sufficient. In other words, if a man and woman have openly and publicly lived together as man and wife—I mean recognized each other and have been recognized as husband and wife—for two years and neither of them is debarred by reason of having another husband or wife, so that if they had gone through a ceremony there would have been no bar to their marriage, they are deemed for the purposes of this part of the act to be husband and wife. As to the other articles of the act, the law is more strict. It requires pretty strict proof of marriage in order to entitle the woman to the rights of a married woman under the compensation and under the insurance clauses—perhaps much too strict—but, then, Congress put that in: it was not in our draft.

Now, then, "child," as used throughout the act, includes not only legitimate children, but it includes step children when they are members of the household. It includes adopted children if they have been adopted at least six months before the act went into effect, or six months before enlistment, if enlistment is after that. It includes illegitimate children, provided the man has acknowledged or acknowledges them as his own in writing, or provided a court has decreed that he must contribute to their support. And a grandchild would include a child as defined of a child as defined in the act. The child or the grandchild in order to get the family allowance or the compensation must be unmarried and under the age of 18, or if 18 or over must be insane, idiotic, or otherwise permanently helpless. The term "parent" includes, as I told you before, not only father and mother, but step-parents, grandparents, and the parents, step-parents, or grandparents of the wife as well as of the husband. Brothers and sisters include the half blood as well as the whole blood, step-brother and sister, and those through adoption.

Now, the military and naval forces that we talked about include all of the forces of every kind that are in the actual service. The act makes no distinction whatsoever between men and women in the same position. If we should get a fighting corps of women like the Russian brigade they would be treated exactly like men under this first section: their children and their brothers and sisters and parents would get the allowance, but their husbands would not get anything [laughter], as it is limited to a wife. Moreover, the allotment by a woman is not compulsory even as to a child. It is voluntary.

I might say that there are women in the service. We have some female yeomen in the Navy, and they would come within this article on family allowances.



The Army and Navy Nurse Corps (female), which include in their reserve the Red Cross nurses, who have come into the active service of the Army or the Navy, and therefore are no longer in the pay of the Red Cross but in the pay of the Government, are given the compensation and the privilege of insurance the same as enlisted men or commissioned officers. They are not enlisted; they are not commissioned; they are only employed, but nevertheless, inasmuch as they incur the same risk it was deemed right that they should be included in this military and naval bill; and they are specifically mentioned in articles 3 and 4.

#### COMPENSATION.

Now, the question of compensation: Compensation is very much like the present pensions, except in the fundamental underlying thought. The pension, especially the service pension, has been regarded by many as a gratuity. This bill is based on the analogy of the workman's compensation act. If a civil employee is injured or dies in and through his service, the United States or any other employer pays compensation to him or to his family for disability or death; similarly the military employee ought to get it.

The bill strikes a new note, however, in one respect. The workman himself is the employee. He is the unit with whom the employer deals, and therefore in all the workmen's compensation acts, if a man is disabled, the amount of compensation that is paid to him depends upon his salary in the business and his family does not enter into the consideration. We felt in drafting this act, however, that the situation was different, particularly in view of conscription. Under the conscription law the family is conscripted when the breadwinner is taken away. The family in giving up its head is serving the country, and the family, therefore, ought to be looked at in determining the amount that the Government pays for disability or death; and so the amount that is paid, if a man becomes disabled in the service or, as the law puts it, in the line of duty, varies according to the size of his family; and, as a matter of justice, it was felt, and Congress indorsed the idea, that it should vary according to the size of his family from month to month. If the family status changes from month to month, from year to year, the amount of compensation payable monthly should change with it. If a man is a bachelor, he will get so much for total disability; 15 years from now, if he should have married and has children, the amount of his compensation will depend at that time upon his status then; and so, if he becomes a widower and has no children and no wife to look after, the compensation will be reduced to the same amount as that of a bachelor. Now, the amount of the compensation you will find fixed in the bill; the amount for total disability ranges from \$30 for bachelors to a maximum of \$75, maximum except for this, that if a man, whether bachelor or married, has a widowed mother dependent on him, \$10 is added because of that fact; further, the bureau may allow him up to \$20 a month if his condition is such that he needs the constant aid of a nurse or attendant.

Congress put in one further provision, borrowed from the pension laws. It destroys the harmony and symmetry of the bill; but those of you who are injured will care very little for the harmony and symmetry of the bill as against the increased compensation that it is going to give you. It provides specifically that, regardless of family status, a bachelor and a man with seven children shall be treated alike;



for the loss of both hands, both feet, both eyes, total blindness, or for a permanently helpless, bedridden condition, \$100 monthly shall be given.

In addition to this, the man is going to get governmental medical and surgical treatment, and he is going to be supplied, subject to regulations to be made by the bureau so as to prevent abuse of it, with such appliances as he may need, not merely in the beginning but as long as his disability continues, artificial limbs and eyes and things of that kind.

If he is not totally, but only partially disabled, the amount that he is going to get will be a percentage of the amount that he would have gotten if he had been totally disabled, a percentage of this \$30 to \$75 a month dependent upon his family status. That percentage is going to be fixed by regulations of the bureau, and is going to be based upon what may be found to be the decrease—the average decrease in earning power that similar injuries produce in civil life. Now, of course, that's a mighty hard job. You can not be exact about it, and experience will determine whether they have struck the right percentages or the wrong percentages; and they have the right to change those percentages. Germany and France and England have given us examples, and the experience of the whole world will be studied in fixing the schedule. The pension law has certain fixed schedules.

It was deemed best for the partial disabilities not to have something rigid, amendable only by Congress, but to have a more flexible system. The compensation is paid during the period of disability, whether that disability be total or partial, whether it last a month or last during the lifetime of the man; because a man may be completely disabled but only for a month and, on the other hand, he may be only partially disabled, but for life. Suppose he gets typhoid fever in the service; he may be completely disabled for two months. During those two months he will get his pay. If he then recovers and is entirely well again, after that he won't get anything.

A MEMBER. That is, after the man is separated from the service?

#### REEDUCATION.

Judge MACK. I will come to that later. To answer you specifically, yes; but I will go a little more fully into that later. Now, I say it is right and just that this should be done, but it is not the most important thing to be done. The Government is taking you men and your fellows whole, physically strong; by reason of your patriotic service you receive these disabilities. The primary duty of the Government is to make you well again, if it possibly can, and to stimulate you to make yourselves well again—well physically, well economically, and well mentally, of course. Germany has set the example in rehabilitating those injured in industry, and the rest of the world is following. The most important thing the Government can do is to rehabilitate the injured men; to reeducate those who because of their injuries are unable, after they get well, to follow their former occupations. The man who needed his hands for his job and has lost them must be trained to do something else without his hands. It is a tremendous job that this Nation and all the nations are facing. This particular bill does not provide how it shall be done. It merely assumes that it is going to be done and that further

legislation is going to be enacted when it shall have been determined fully after the most careful study how it can best be done. In the meantime the Surgeon General's Department has full power and authority and is making full preparations for the beginning of this sort of work, because as soon as the man is in the service he is subject to the service regulations, and the service has full power to go ahead with this sort of thing. The Surgeon General's Office begins with the base hospital; it provides possibilities of employment right there.

But on this subject this bill makes two fiscal provisions. We start out with this thought, that there is grave danger when men go through the frightful experiences that some will have to go through in the trenches and then the hospital experiences that they will have to go through, that they may lose all their stamina. This is particularly liable to happen when they know that the Government is going to give them something for the rest of their lives; there is grave danger that they will be content to go on with that minimum. But life, of course, is not static. If men do not go up they will go down, and the last men the Government and the people want to see go down are these men. Therefore the only thing to do is to see that they go up. They must be stimulated, and this bill provides two stimulants—one negative and one positive. The negative is this, that a man must take the treatment, must take the course of education that the Government will provide or procure to be provided, under penalty of suspension of his compensation during any period of unreasonable refusal. But that is negative; there is something better, there is something positive. It is not only in the interest of the man himself that he should be kept from going down, that he should be discontented with the dead level of the Government minimum compensation; it is equally in the interest of the State. It is in the common interest that every latent power of the man should be developed, that he should strive for the highest economic level that it is possible for him to attain; and in order to stimulate him still more to strive for that, it is expressly provided in this bill that the compensation which the Government gives him, let us say for the loss of his legs, is not going to be taken away from him because he has attained an even higher economic position than he had before the war. The compensation will be continued as long as the physical disability continues, regardless of the economic recuperation. After a man's discharge he can be reenlisted compulsorily under some form of reenlistment, if he needs reeducation; but, of course, until he is discharged he does not come within the provisions of the compensation article, because while a man is in the service and getting his pay he does not get the disability provision. Moreover, as you know, officers in the Regular Army are not apt to take these disability provisions, because they may be retired and get three-fourths of their regular pay on retirement. That does not apply, however, to the enlisted men and it does not apply to the officers in the National Army.

Now, there is, in my judgment, a very serious defect in the compensation provisions of this law—but Congress thought otherwise—a defect that may prevent the law from accomplishing one of its purposes. We hoped in making fairly generous and all-inclusive

provisions before the men go out, to prevent the special pension legislation, which has been one of the chief evils of the past. We attempted to do this, following the analogy of the workmen's compensation acts and the precedent, too, of all pension legislation, by basing the disability compensation on the pay that the man had been receiving; basing it, of course, also, as I said before, on the family status. The bill as presented to Congress provided not only for somewhat higher amounts than Congress finally gave—we began with \$40 instead of with \$30—but it also provided that the compensation should be a percentage of the pay with a certain minimum. Now, the minimum that was fixed was higher than the percentage for all under the rank of commissioned officers. But commissioned officers would have received more, and there would have been a distinction between commissioned officers and the others. We thought that this was right and proper, particularly in view of the fact that the commissioned officers in the Regular Army get three-fourths of their pay on retirement. Congress, however, decreed that no distinction should be made between disabled privates and officers, and for this reason, that under conscription the men in the ranks of the privates come, as the officers do, from all the walks of life, and there are plenty of privates who are making greater financial sacrifices than the officers. That seemed to be the reason that influenced Congress to wipe out all distinction between officers and men. The danger in so doing is, as I say, that there may be private pension legislation hereafter.

Now, the same thing was done in respect to the widows and children of officers and men who are killed either in the service or as the result of injuries sustained or diseases contracted in the line of their duty. Congress again said there should be no distinction between those of the privates and those of the officers. The amounts given you will find in the bill. They range from \$20 for the orphan child, \$25 for a widow without children, running up to \$60 for the family, with a possibility of \$20 more for a dependent widowed mother, but the total not to exceed \$75 a month. I need hardly say that all of these provisions are eminently more liberal than ever have been given before, and, at least for privates and noncommissioned officers, are very much more liberal than the pensions of any other country.

There is this limitation on the right of a widow to receive the compensation: That she must have married the man either before the injury or within 10 years after the injury. If she marries him more than 10 years after the injury, she gets no compensation as his widow. Of course, his children are treated alike no matter from what marriage they result, but the woman herself must have married the man within 10 years from the time of the injury in order to come within the provisions of the compensation act.

The law expressly provides for burial expenses not exceeding \$100, but that is only in case death occurs before discharge from the service; and it includes the return of the body.

Two more things about this compensation I must call your attention to: Compensation is dependent upon the injury having been received or the disease contracted in line of duty. Now, the director of the bureau may have a difficult task defining "In the line of duty." We tried to get Congress to strike out these words, because they have been defined in a number of different ways. I think, knowing him,



that he is going to take the most liberal construction that is allowed; but the injury must have been incurred in the line of duty.

One of the troubles about the administration of the pension act has been that men come up 20 or 30 years after the war and say they are sick now because of injuries received during the war. The problem was how to avoid this sort of possible fraud; there was adopted what we think is a fair measure—fair to the man, fair to the Government. A man must get a certificate as a result of medical examination either before his discharge or within a year after his discharge, stating that he has received an injury or contracted a disease in the line of duty which either has caused his disability or is likely to cause disability or death. Now, if he gets that certificate, then he has a *prima facie* case no matter when he becomes disabled or dies. If his disability or death is really a result of that injury he comes within the act. But if he fails to get that certificate, then he can not get compensation unless he dies or becomes disabled within a year after the discharge. In other words, he knows that unless he becomes disabled before or within a year after discharge that he must get this certificate in that time, stating that he has incurred injury or contracted a disease which is likely to cause death or disability in the future. Now, of course, if, on the next day, he should be run over by a street car and killed and his disability, whatever it might have been, had no connection with this accident, he would not have died as a result of injuries incurred in the line of duty, and his family could receive no compensation for that. But suppose he had become totally blind in the line of duty, and his blindness caused him after his discharge to be killed by a street car, then his death is due to an injury that he received in the line of duty, and the compensation would be paid; and that would be so whether the death occurred 1 year after or 20 years after discharge.

As to filing the claim, a man or his family must file a claim if he or they ever want to get anything under compensation provisions, and that within 5 years after the time the claim arises. The claim arises at the time the disability begins or death occurs.

A MEMBER. Judge, I would like to ask: On page 4, No. 6, it speaks of an officer in active service, does that include a person on the retired list assigned to active duty?

Judge MACK. Yes; that is why we have used the phrase "in active service" instead of using the phrase "on the active list." A person on the retired list assigned to active duty is in active service and it was intended to include him and does include him.

A MEMBER. Judge, referring to that page, it states there that members of training camps come within this act?

Judge MACK. Yes.

A MEMBER. Now, this training camp ends on November 26, and on the 27th the members are going to be discharged as civilians or commissioned as officers. Must this allotment for the wife be made in this training camp for the part of the month of November? [Laughter.]

Judge MACK. Well, I never thought of it.

A MEMBER. It would not be paid until after the men had separated from the service or become commissioned officers?



Judge MACK. I do not know. That's a puzzler. I guess the bureau will have to settle that.

A MEMBER. I would like to know, judge. I come from a training camp, and would want to get to work right away.

Judge MACK. You bring that up again on Thursday. It's a very good question.

#### INSURANCE.

The thought underlying the insurance article was this, that after the loss of the ordinary income that is compensated for by the family allowance, and the risk of loss of life and limb in the service that is compensated for by the disability and death provisions, which we have just considered, comes the loss of present insurability. Men ought to insure themselves against the inevitable; whether they do or do not is, of course, a matter of their own concern. But in ordinary peace times every man who is fit to be in the Army, or at least to enter the Army, can go out and buy insurance. The result of entering or being in the service is that he can not buy insurance. I say can not; I mean, practically speaking; literally you can, but at a prohibitive rate. From your standpoint, the rate is exorbitant, and therefore prohibitive, even though, from the standpoint of the insurance company, the rates may well be entirely reasonable. We do not know what the risk is going to be; we do not know to what extent the mortality or disability percentage is going to be increased. It's really largely guesswork, even though we take the European experience as a basis; and because of this the insurance companies are adopting different rates. Some of them absolutely refuse to insure men against this hazard at all. Others are ready to insure them at the present time at an additional rate of from \$37.50 per \$1,000 to \$100 per \$1,000. That would mean for you from \$375 to \$1,000 a year extra on \$10,000 insurance over and above the ordinary premium that we civilians would pay, just because you are in the service.

Now, it was felt that it is utterly wrong for the people of this country to throw that burden upon the men in the service, and that that at least is a definite loss which the Government can replace. Further, it was believed that there is only one really adequate way of replacing it, of making it good, and that is by giving back in kind what has been taken away, by restoring your insurability and restoring it on at least as good a basis as the rest of us had. The only feasible way for the Government of the United States to restore the insurability of you men is to sell you the insurance that you could have gotten in private insurance companies, and therefore that is the plan that was adopted. It was urged that the Government pay this extra premium to the private insurance companies, and the private insurance companies were ready to be very fair and just and generous if that had been considered. Many were, and I think all of them would have been, entirely willing that this extra premium be set aside as a fund, and if there was anything saved out of it that it should be given back; but, on the other hand, if it was exhausted and more than exhausted, the Government should pay the difference. That would have been one way of handling the matter. The Government could have said to you, "Take any insurance you please in any company you please, and whatever extra premium is charged we

will stand back of you for it." But the Government of the United States is not in the habit of carrying its insurance in private companies; it carries its own insurance so far as fire is concerned, and there is no reason why it should not carry its own insurance so far as your lives are concerned.

Then, again, it was felt by many that to make such a proposition would be to give a general Government indorsement to every insurance company or fraternal organization of which any of you might be members, and the wisdom of the United States Government setting its stamp of approval indiscriminately upon all companies was doubted, because, while most of the companies are good and many of them excellent, the United States is not ready to say that it will back up every company.

No good reason was apparent against the United States itself directly insuring you men. And there are many reasons in favor of it. You are a limited class; but for the war you would be the best class of insurance risks that could be found in the world. The Government of the United States, if it went into the insurance business, would not have the number of items of expense that the private insurance companies have. In the first place, it would not have the expense of commissions to agents, and that's a heavy item of expense, because it has been demonstrated up to now that men will not do the sane and the right thing for themselves and their families by taking out insurance in private companies unless they are driven to it by insurance agents [laughter]—driven to a realization of their obligations to their families and to themselves. But the United States Government when it offers you the opportunity to buy this insurance at less than peace rates does not need any insurance agents; this opportunity is so wonderfully attractive that a man must be a fool or crazy and not fit to be in the service if he does not avail himself of it to the utmost extent of his financial ability.

Then the Government pays no taxation; it has no medical examination fees and medical inspection and supervision, because it is going to take you all as you are. There are a few of you who may not be insurable. Some who have been in the service a long time might not be able to pass an examination now; and yet, comparatively, their number is so small that it is a negligible quantity when you consider the million or two million or more possible risks. The great mass has just undergone a careful medical examination. They would not be in the service if they were not insurable, and so the Government does not need to incur the expense of medical examinations.

And then the Government need not advertise or look for investments and employ high-priced and high-salaried men to conduct its business. Government salaries, as you know, are ludicrously small. Men work for the Government at a quarter to a tenth of what they could get in private life for the same amount of work with the same ability. That is one of the advantages the Government has, because it is the Government and because men are patriotic or want the honor and are ready to serve the Government for so much less. And so the only expense that the Government has is that of the actual administration of this insurance office; and as this insurance is limited to our fighting forces, it seemed only right and proper that the

cost of administering it should not be charged up to the men, but should be deemed a general governmental war expense. When that was once decided, it followed that the Government could well afford to sell this insurance not merely at peace-time rates, but at peace-time rates less the loading which private companies add for expenses and emergencies. Now, this so-called loading runs from 20 per cent to 35 per cent of the amount that would otherwise be charged, and therefore, if you deduct this, the Government could afford to sell its insurance from, say, 20 to 30 per cent less than the private companies would charge. That is quite an item in the premium, and that is what Congress decided to do.

Then came the question what kind of insurance should the Government sell. Should it sell every kind that the private companies are selling or not? There are many reasons, dependent upon the particular circumstances of the individual, that would lead him to take, at some particular time of his life, some one or the other of the many forms of insurance that are offered, and there are very valid arguments that are urged by the insurance agents in support of the one or the other kind of insurance, as being the best kind for the particular individual at any particular period of his life.

Now, let me illustrate: A young man unmarried feels that he wants to have something substantial at the end of 20 years. He says "I do not want to pay out all my money just for the insurance protection alone as I pay my fire-insurance premiums. I want part of it to be a saving." Well, the man that feels that way will take, we will say, a 20, 25, or 30 year endowment policy. If he takes out \$10,000 of that kind of insurance, then at the end of that time he will get the \$10,000. He has created this fund for his subsequent use. The other young man is married. He says, "I want to protect my family more than myself. I do not want that money, I want my family to have the \$10,000 when I die. I want to get it for as little money as I can, but I want to get done paying for it in 20 years." That man will take a 20-payment life policy. And another man says, "I want to pay still less. I can do it by paying all my life, instead of for only 10, 15, or 20 years. I know that I will always have enough to keep this up, but I don't want to pay in so much as a 20-payment life will cost, and I will take an ordinary life."

Well, then, another man says, "I need as much insurance as I can possibly get for the money that I can afford to spare during the next five years. I want the cheapest safe insurance that I can get. I am just about to go into business. I can not see my way clear for the next five years. If I should die during that time, it is going to be very disastrous for my family. I need every penny that I can spare to put into my business during these next five years, and yet this is the time of all times when I need all the insurance that I can get. Now, after five years either I will be down and out or I will be prosperous, and then I can afford to take better insurance." Well, now, that kind of a man if he is properly advised by the insurance agent, will take what is called a five-year convertible term policy. He will take a policy that costs him very little during those five years, but that will give him the right or perhaps will compel him at the end of five years to convert it into something else that is more permanent in its character. During those five years he must get



all he can for his money. It is a particularly hazardous time for him. Suppose, again, that he is going into an occupation that is particularly risky, and that he knows is not going to last more than that time. He says to himself, "This is a very risky job that I am going into. I would be a fool if I did not take the very cheapest kind of safe insurance, because it will bring me just as much, if I die during this period of extra hazard, and then when the period of extra hazard is over and when I am in a normal situation, I will take the kind of insurance that is best suited to my then circumstances, something that will not compel me to pay money all my life."

The kind of insurance that man would take is what is called a five-year convertible term or a five-year renewable term. Let me explain the word "term." Straight term insurance is something like fire insurance—you are insured for a term, and when that term is over you are not insured. Now, if you were to take insurance for a term of years, and at the end of that term you were down and out and had no insurance, you would be taking a very foolish kind of a policy, unless it were a case where you had to protect somebody for five years, and you were absolutely certain you would not need the protection after that time. But, of course, that is a very rare case. Most men, if they want to take a term insurance, want to take something that will be very cheap for the term, but which after that time will enable them to go on with some other kind of insurance. That is called renewable or convertible term insurance—insurance companies issue it. While it is like straight-term or like fire insurance, it differs in one very important respect, that you can keep up the insurance as long as you live; the company can not say at the end of the year, "We will not renew your policy." But it is like fire insurance in this: When you go into a fire insurance company you pay your premium for a year; if your house burns in that year, you get your insurance money; if your house does not burn in that year, you are lucky; but at the end of the year you have nothing; your insurance is done for and you do not get anything back. Why? Because the premium that you paid is the cost plus whatever profit there may be—the cost of that risk during that one year. Now, term insurance is like that, too. At the end of the year you are lucky if you have not died. You have paid the cost of carrying you during that year.

Suppose, for instance, that there were a thousand men aged 29 that banded together, and they said, "Now, we want to protect ourselves against death during this next year; what will it cost us?" Well, if they turn to the sort of tables that are used by the American insurance companies, and that are called the American Experience Table of Mortality, they would find that, out of a thousand men aged 29 living at the beginning of the year, in the long run and on the average about eight of those men would die during the year. Well, now, if they were to chip in, each of them taking out \$1,000 worth of insurance, the eight who died would have to get \$8,000 from the 1,000 men. That would mean that each man would have to pay \$8, and that would bring the \$8,000. The fellows that die would get their \$1,000 apiece, the eight of them, and those that live would have nothing at the end of the year. The next year they would begin over again. Now those men are 30 years of age, and, instead of eight



dying, the percentage would be, we will say, eight and one-quarter, and for that reason they would have to pay \$8.25 apiece to make up the amount; and so, of course, as they grow older the chances of dying are greater. The number that would die each year is greater; and therefore, paying in the amount that each would have to contribute to make up the death losses that are expected, the expense or premium would grow heavier and heavier as they grew older.

Most of you would be surprised at the proportion of men who live to a real old age; the United States Life Tables, 1910, show that 40 per cent of men 20 years of age live to 70. Those are the figures that are given in the United States tables. Infant mortality is very high. A large percentage die the first five years; a fair percentage the first 10 years; a very small percentage the next 10 or 20 years; then the percentage goes up higher, and yet at the end of 70 years 31 per cent of males born survive; this equals 40 per cent of those who reach the age of 20. Then they begin to die off quickly. And so when you come to real old age, the cost of term insurance becomes tremendous and is a terrible burden. Now, it is very unwise for men to take out insurance that costs them a very few cents when they are young but an excessively burdensome amount when they are old, and are least able in all probability to pay it. And therefore it is very unwise for men to take out renewable term insurance as a permanent thing.

It has no paid-up value; if premiums are not paid it is not kept up and the insurance is not extended. Now, that is the principal and the best reason why insurance companies and insurance agents do not advise men to take yearly renewable term insurance, continuous for the man's life. But there are companies that issue it. Others change it a little; instead of the premiums going up each year they increase each 5 years or each 10 years. Now then, let us consider the two propositions that I have tried to state: First, that it is a bad thing for a man to take out yearly renewable term insurance with the intention of keeping it up for his life, because when he gets old it is going to be difficult for the average man to keep it up; second, that if a man is going into an extra hazardous occupation for a short period he would be extremely foolish if he did not take the very cheapest kind of insurance he could get, provided only that after the hazardous period is over he has the right to change it into some one or other of the forms best suited to his circumstances.

Now, the kind of insurance that the United States Government is issuing is based upon the validity of those two statements. The military and naval forces are going into an extra hazardous occupation. That is evidenced by the fact that the insurance companies are charging them the heavy extra premiums. They would be foolish during that period of extra hazard if they took anything but the very cheapest insurance that they could possibly get. The United States in issuing this insurance is not trying to make money out of the boys; it is not trying to do something for its own good. It is trying to do the best it can for them. Therefore it was felt that the United States should issue only that insurance which is most desirable for the men. And therefore it is provided in this bill that during the period of the war the only kind of insurance that the United States Government will issue to you is this so-called yearly renewable term insurance, the cheapest possible insurance that you can get. But it would be equally wrong for the United States to tempt you into keeping up the kind

of insurance which for the great mass of the men in the service—of course, there are exceptions, but we have got to go by the great mass—would become impossible to carry when they reached old age and would therefore be nothing but a snare to them. And therefore it is provided that while the United States will sell only this cheapest kind of insurance during the war, and while it will permit you to keep it up, if you want to, for five years after the war, so that you will have plenty of time to consider what is best for you as a permanent policy, when those five years are over, or earlier if you want to, you must change that insurance into one of the more permanent forms. It will cost you more of course, but whatever it costs you you will more than get your money's worth.

And what is this renewable term and this converted insurance going to cost you? Let me explain the method of determining premium rates. All insurance premiums are based upon this term insurance. If you take what is called an ordinary life policy, you do not pay a premium which increases each year, but if you were to live out your full expectation of life you would be doing the equivalent thing. Instead of the yearly increasing term rate, the company charges you the same amount every year. But how do they arrive at the amount that they ought to charge you? By a pure mathematical calculation. An average premium is arrived at due to the fact that those dying young will pay few premiums and those living long will pay many. Of course, the result of that is that when you pay exactly the same premium in youth and in old age, you are paying more than the insurance costs at the earlier period and less than the insurance costs at the later period. Now, if you want to cut your premium payments down so that you will pay them for only 20 years, a similar mathematical conversion is made. Instead of paying every year of your life so and so much, you concentrate the payments in the first 20 years of your life, paying more during each one of those 20 years than if you paid during each of, say, 40 years. It is all calculated out to a penny on the basis of the American Experience Table of Mortality and on the basis of money bringing a certain income. In some companies 3 per cent is the basis, in most companies  $3\frac{1}{2}$  per cent, and in a few companies 4 per cent. The United States Government selected  $3\frac{1}{2}$  per cent because that is the rate of most of the companies and because at the time the bill was drawn the Liberty Loan brought  $3\frac{1}{2}$  per cent.

Now, what is the result? The exact figures that the insurance companies use as their basis in determining the premiums have been adopted. But the Government has not added the loading for expense and safety margin that they add. It has taken the true, the natural premium, based on exactly what the insurance companies base their premiums on, the American Experience Table of Mortality and a  $3\frac{1}{2}$  per cent interest rate. The premiums are determined according to the age at nearest birthday. In Bulletin No. 1 you will find the premiums for each age.

Now, there is nothing remarkable about the figures being so low; there is nothing remarkable about our statement that this insurance costs a man aged 29 about \$8 per thousand per year. Life insurance companies could sell it for that but for the \$2.50 or \$3 added for

expenses. But ordinarily you do not hear about this kind of insurance, and for the reasons that I have stated ordinarily it is well that you should not hear about it. In this particular crisis, however, it is a great thing for you that the United States Government decided to sell you only what is best and cheapest for you, and then to make you convert it within five years after the war into one of the more permanent forms if you want to keep it up.

In an insurance contract you never bind yourself to anything. It is the company that binds itself. It is the United States Government in this case that is bound. You are under no obligations at all. You can take this insurance, or you can decline to take it; you can keep it up or you can drop it; moreover, you can drop it any month you please, because, while the premium is based on yearly renewable rates, really it is monthly renewable insurance. You are insured from month to month. Any month that you want to stop you need only say to the Government, "I do not want to keep up my insurance any more," and automatically you are released. The Government does not care. If you think you can carry the risk yourself, well and good. There is no compulsion about it. The Government has given you the opportunity that the war deprived you of. It is up to you to say whether you want to take advantage of it. It is not giving you the insurance, because it did not take insurance away from you. It is giving you the insurability, because the war did take your insurability away from you. But if you do not want to avail yourself of your now new insurability, that is your privilege. It is only right and proper that you should have a limited time within which to make up your mind, and the law fixes that limited time at 120 days. You can decide during the 120 days whether or not you want to buy the insurance. If you indicate that you want it, well and good; it will be issued to you. Then, as I say, you can give it up whenever you please, the whole or any part of it. You can keep it up for life or during the war; after the war you can keep up the term insurance for five years and then convert it, or you can drop it at any time; at the end of the five years, you can convert it, or if you do not want to convert it, you can give it up. But unless you take it during the 120 days you won't get it at all. Unless you take all that you want up to \$10,000 during the 120 days, you can not increase it after that; you can decrease it, but you can not increase it. You must fix your limit during the 120 days.

The law is thoroughly democratic. Some of you might want \$100,000 insurance, but it would not be fair and just for the Government to give you that. The Government can only give you a reasonable measure of protection, and Congress finally decided in accordance with the original suggestion, strongly urged by President Wilson, that \$10,000 of insurance was a reasonable measure of protection. Every man and woman in the service, officers and men, are entitled to this service in equal measure. It is true that the average American policy is only \$1,800, and it is likewise true that the average young man fails to take any insurance. But nobody knows what he might have done, particularly in view of the war, and it is but reasonable and just that the people of the United States should give him this chance. He is a free American citizen



and it is up to him to decide what use he wants to make of the opportunity. But it is democratic in this; the right to buy up to \$10,000 insurance is not only granted to all alike, but every private can afford to buy the limit, if he so desires.

It was felt that the insurance of this kind ought not to be the subject matter of speculation. Therefore, these policies, unlike the policies issued by private companies, are not assignable. Other people can not take out this insurance on your life and make a speculation out of it after your death. Your creditors can not touch it any more than they can touch your pay. It is given that special protection. Further than that, inasmuch as a man can so arrange his private insurance that it will go to his wife and children free from the claims of creditors, it is specifically provided in this bill that the creditors of the beneficiaries can not attach it. And thus it is a peculiarly protected kind of property for you and for them.

In line with this idea that it should not be assignable or speculative, the law specifically provides that it can be payable only to certain classes of beneficiaries, wife, husband, child, grandchild, parent, brother, or sister; nobody else. But the definitions of section 22 apply here, too. Personally, I think that is too narrow. As the bill passed the House of Representatives it provided that the bureau would have the right to extend the classes of beneficiaries. The Senate struck this out. I think that is a defect in the bill, a defect which I hope may be corrected in the future.

Now, even the permitted class of beneficiaries can not speculate on your life. If a wealthy brother pay the other brother's premium, he gets no vested rights because the insured has the absolute right at any and all times to change the beneficiary, cutting out one member of the class and putting in some other. He can not go beyond the permitted class, but he can change within that class just as he pleases.

Then, another provision that the Government generously added: While it based the premiums upon these extremely low term rates, it added this provision that not only on a man's death should the policy mature, but also on his becoming totally and permanently disabled. This has nothing at all to do with the compensation provision. You pay nothing for that. The compensation is given only if the injuries are received in the line of duty. Your insurance against total disability or death is against total disability or death, no matter how it arises or when it arises, whether in the service or out of the service, because of the service or not because of the service. It is like insurance in any private company and covers all contingencies. But, as I say, added to the life insurance, the Government throws in for good measure the provision that if before death you become totally and permanently disabled, the policy will then become due.

Now, in its solicitude for the men and for the families, and acting—and properly acting—in a somewhat paternal manner, the Government has provided that you can not get this insurance paid out in a lump sum, and that your family can not get this insurance paid out in a lump sum. It is not only free from creditors, but it is going to be paid out only in monthly installments over a period of 20 years, which means 240 monthly installments. If, however, you become



totally disabled and the total disability continues more than 20 years, the same monthly installments will be kept up for you as long as the disability continues.

As to your wife and children and the other beneficiaries, these payments cease at the end of the 20 years. You or they can, however, arrange that instead of 240 installments of \$57.50 per month (because that is what a \$10,000 policy is converted into) there shall be 240 installments certain, and they shall continue as much longer as the wife or child may live; but in that event the amount of each installment is cut down, dependent upon the age of the wife or the child or whoever the beneficiary may be at the time of your death. All of that, however, will be figured out just as private insurance companies figure it out.

The installments are calculated on a  $3\frac{1}{2}$  per cent interest basis. That may seem pretty low to some of you who may be accustomed to getting 6, 7, and 8 per cent in the western country. But the United States Government is not in a speculative business. It can not expect to get more for its money than  $3\frac{1}{2}$  per cent, although, of course, just now it is paying 4 per cent on the new liberty loan; but that was a fair, conservative basis. And any man can well afford to leave with the United States Government, the safest debtor on the face of the earth, some part of his money for the protection of his family, even though that debtor pays only  $3\frac{1}{2}$  per cent interest, instead of taking the chances that his wife and child will speculate with his money in the hope of getting a larger rate of interest.

There is one other provision that I must call your attention to; it is a little difficult to explain, and yet I must try to explain it clearly because it is in the blank applications, and it is due to a little slip in the law. You will find in the application blanks at one place in heavy type, "Strike out whichever is not wanted," and just before that is, "Date of signature or February 12, 1918." Now here is the situation: It was felt, and this suggestion came directly from the Secretary of the Treasury—it was felt that the men who should have become totally disabled before this law was passed, ought, to some extent at least, to be put in the position of the boys who are now in the service. And so it was suggested that they be given some amount that would be a fair average of the insurance that could be taken out. It was finally decided that any man who had been killed or had become totally and permanently disabled before this law went into effect should be considered as if he had taken out insurance which converted into installments would bring \$25 a month.

Now, \$10,000 brings \$57.50 a month; on that basis \$4,500 would bring \$25.88 a month, therefore \$25 a month is the equivalent of something less than \$4,500, and something more than \$4,000. In other words, if a man took a policy for \$4,000 his family would be paid at the rate of \$23 a month, and if he took a policy for \$4,500 his family would be paid at the rate of \$25.88 a month, and if he didn't take out any policy at all, but died or became totally disabled before this law went into effect, the Government gives them or him \$25 a month. But more than this; you have 120 days from the time that the terms and conditions of the policy were promulgated, October 15. That is until February 12, 1918, to make up your mind whether you want to insure, and if so, for what amount. If you

should die or become totally and permanently disabled while you have this option and before applying for the insurance, you or they will likewise get the \$25 a month. But now the unfortunate slip in the wording of the law was in the use of the expression, "without having applied for the insurance."

Now, suppose you had applied for \$1,000 worth of insurance, inasmuch as you would have applied for insurance, you would have cut yourself out of that \$25 per month, even though the \$1,000 insurance would bring only \$5.75 per month. That would be very foolish, and therefore the bureau would have preferred to say that if you apply for less than \$4,500 it would in every case regard it as an application not for an immediate policy, but for a policy to be issued on February 12, the last day on which you could apply. In this way you would have been fully protected. But there was this one obstacle: The \$25 that the Government gives the man who does not take insurance is payable to the man himself as long as his disability lasts, but if he dies the class of people to whom it goes is still more restricted; only his wife, his child, or his widowed mother can get it. Now, suppose he has no wife, child, or widowed mother; suppose he has a father or a mother and a father and he would like them to get the benefit of the insurance. If he applies for insurance and makes it payable to them, they will get it. If he does not apply for immediate insurance, they can not, in any case, get the \$25. Suppose he applies for \$1,000 worth of insurance; here is his dilemma, due to this little slip in the law. He has applied for insurance, and therefore he can not get that \$25 per month if he is totally disabled. A thousand dollars insurance brings him, however, only \$5.75 per month. Therefore if his application is to be effective right now he would get only \$5.75 instead of \$25 per month should he become totally disabled before February 12, but at his death his parents would get \$5.75 per month, whereas if his application is to be effective only on February 12 he would get \$25 per month during his disability; but, on the other hand, if he died his parents would get nothing. Now, there you are. There is the dilemma. The man must choose the lesser of the two evils; the bureau can not choose for him.

There is, however, a way to avoid this dilemma by taking at least \$4,500 of insurance; and that is the thing for him to do, because even if he does not want to keep it up after February 12, he can drop any part of it that he pleases; and rather than lose or run the risk of losing something by death or total disability between now and February 12, the wise thing for him to do, even if he wants only \$2,000 permanently, is to make his application for \$4,500 now. He can not lose much by it, anyway, because the whole cost, at age 29, for \$5,000 is only \$3.45 a month. Then he and his family are protected against all contingencies. Personally I think that if a man insists on taking less than \$4,000 he would better strike out "Date of signature" and leave in "February 12, 1918"; if he then becomes totally disabled before February 12, he will get the \$25. Of course, if he dies before that date, he cuts out his father or married mother. But it is up to him; he must make up his mind, and the best decision is to take at least \$4,500 of the insurance. In that case he does not have to answer that question, because, as you see in that application, in that event the application states that it is to be effective at once. But if it is for

less than \$4,500, and in favor of a wife, child, or widowed mother, it is to his interest to have the new insurance date from February 12, because in that case he, his wife, child, or widowed mother would all be better protected with the \$25 monthly in case of death or disability before that date.

A MEMBER. Judge, that is rather complicated, and it is rather hard for us to understand. Does not your ingenuity prompt you to put some sort of clause there that will waive all this?

Judge MACK. Not only have I tried, but a half dozen of the best actuaries of the country have tried. We can not. I want to say that this bulletin of the terms and conditions of the contract of insurance has gone through the hands of some of the most experienced actuaries of the country, both in cooperation with me and subsequently in criticism. I must confess a slip in omitting a word or two in the law that would have obviated it; but until Congress meets again the law can not be changed, and even then it will be difficult to get an amendment through right away. As the law now stands, the situation is as I have explained to you. If a man wants less than \$4,500 insurance, and if he wants the beneficiaries to be other than wife, child, or widowed mother, he is up against a dilemma because of the generosity of the Government in giving him something for nothing, in case he becomes totally disabled or dies before February 12. There is only one of two solutions to the dilemma. Either take \$4,500 insurance or more and by all odds the simplest thing for you to explain to the men is that, or go into an explanation and tell them why they must choose between one or the other, and I admit that will be difficult to do.

A MEMBER. I am going to avoid the explanation.

Judge MACK. Well, I do not doubt that practically all the men in this room are going to avoid the explanation, because when you consider the amount, the cost, the very low cost during the war, and for five years afterwards, of the entire \$10,000 insurance, there is no reason why a man should not take out the whole amount. Now let me add, in conclusion, a very few words:

There are many unmarried men in the Army. A great majority of them are unmarried. It is not always easy for unmarried youngsters, particularly, to understand the need of insurance. I think it is your duty to bring home to them a realization of one fact, which is very important for civilians but infinitely more important for these men to understand; the fact that a man is uninsurable practically never prevents him from getting married and having children. I say practically; of course his degree of uninsurability may be such that he would not marry; but even then it is not the mere fact of uninsurability that prevents him: it is some disease or something of that kind. The important fact, that the insurance companies say he is not healthy and that they won't insure him, rarely if ever stops a man from getting married and having children. Now, he can not protect them with life insurance. A civilian, therefore, ought to take out life insurance when he is well, because he may, through an accident, become uninsurable any day. Infinitely more important is this for the boys in the service. Of course, every one of them realizes that he is running risks. For them this is a tremendous opportunity to get protection for the future. They are the ones who are most likely to become uninsurable; and yet the desire to marry and to have children will not be given up. They won't be able to protect



that wife and those children by insurance hereafter. If they take it now, they have the protection.

There is not a private in the service who can not afford to take the full amount of \$10,000 insurance, even though he gives \$15 a month to his family. Take the average of, say, 29—\$6.90 monthly for \$10,000. Add that to the \$15—less than \$22. He is getting for service in France \$33 and for service in this country \$30. He still has sufficient spending money, and he is building up a tremendous protection for the future both for himself and his family.

One of the main reasons for the Government giving this insurance opportunity was this: The two things that have given the pension system, justly or unjustly, its present name are, first, the special legislation for private pensions, and, second, much more than that, the so-called service-pension legislation. That began 25 years after the Civil War. Now, as I said in the beginning, no one begrudges the man who is injured in the service or as a result of the service, or the family of that man, in case he dies as a result of that service, anything that the Government may grant him. But there is a tremendous difference of opinion as to whether because a man served in the war and has now reached the age of 62, or has now become disabled or has been killed in a street car accident out in the street 25 years after the war, death or injury that had absolutely nothing to do with his war service, that man or his family should be given a pension. The majority decided in the general service-pension legislation that he should. A very strong minority thought that to be a degradation of the pension system. I am not saying which was right and which was wrong. It may well be that the majority was right; that because the Government, when these men went out to service, took no care of their future, unless they were disabled in the service, that they were justified in asking service pensions of the Government.

Now, one of the main objects of this insurance provision is to stop that sort of thing in the future. To some extent, it puts him in the position of appealing to his Government for help, not because he has become disabled in serving his Government, but merely because he once served his Government patriotically. Men do not like to be put in that position. An infinitely preferable method of meeting the need is by self-protection. A man can protect himself against disability and the inevitableness of death and their consequences by insuring himself, insuring himself when he is well, insuring himself at the beginning of his service so that later on in life, through his own efforts, he will have saved something for himself and for his family, and will not have to go to the Government and say, "Just because I served you patriotically, despite the fact that you cared for me then, and that you promised to care for my family in case disaster came upon me as a result of my service, I now say that I want your help." This insurance is intended to protect men from being compelled, as our Civil War veterans felt compelled, to put themselves in that position. Whether or not service pension legislation will be averted, of course no man can foretell. No Congress can tie the hands of any subsequent Congress. But this Congress has erected a moral barrier on the firm American basis of self-reliance and self-protection. Every man in the service should avail himself of the opportunity, not merely for his own good, not merely for the good of his family, but for the good of the whole country,



because, whether we consider service pensions good or bad, surely we will all rejoice if, through this insurance opportunity, the heroes of this war will be spared the necessity of asking for service pensions.

A MEMBER. There is a provision in the Army Regulations that an officer or enlisted man losing his life by death or otherwise while in the service is entitled to six months' pay.

Judge MACK. Yes.

A MEMBER. Is it written out?

Judge MACK. That is written out. The existing pension laws and these other laws are superseded by the new provisions. The compensation and the insurance take the place of it. Whatever rights a man has that have accrued in the past are retained; a man who is getting a pension to-day continues to get it.

An important question was just asked me. I ought not to have assumed you know the answer. This insurance, once issued by the Government, can be kept up forever, not only during the war, but afterwards; not only during the period of term insurance, but when you convert it. It has nothing to do with private insurance companies. It is Government insurance forever. It applies for all time to all men who take it out while they are in the active military and naval service, not only to those now in service, not only to those serving during the present war, but to the soldiers and sailors for all time; and it will be continued for them after they leave the service.

#### INSURANCE INFORMATION BUREAU.

Section 24 provides that the bureau shall on request give information and act for the men in reference to any policies of insurance. That means this: There will be an insurance department; it will have experts in charge; and it will, if it can, be helpful to you, because most men are wholly ignorant of insurance and of all the technicalities in their policies. Those of you who have no place to leave your insurance policies can leave them on deposit there. Those of you who have no one to be notified when your premiums are coming due on your private insurance policies can have the bureau act as your agent. Supply it in some way or other with the money to pay your premium, so that you do not lapse your policy. The bureau wants to be a real help not only as to this Government insurance but as to other insurance which you may carry.

#### FILLING OUT APPLICATION BLANKS.

Let me again impress upon you the exceedingly important obligation to re-present to the other fellows in the camp what you have gained from these three days of conference, so that they and their families may know their rights. And, secondly—and this relates to the privates and to the noncommissioned officers—that they may know their duties under the act. For the enlisted men have an absolute duty under this law—to fill out these allotments and allowance blanks. It is the duty of every man under the grade of commissioned officer, whether he is claiming an allowance for his family or not, whether he is under compulsion to make an allotment or not, to fill out a blank giving the information, because only if he does fill it out can the department know—at least

know *prima facie*—whether or not an allotment is compulsory. That follows from the provision of the law that if he has a wife, child, or former wife, divorced, to whom alimony has been decreed, automatically a deduction from his pay must be made. Therefore every man must answer the question whether he has anyone in this class. If he answers it in the affirmative, he must then go on and state who they are, and that irrespective of whether he wants them to get an allowance or whether they want to get an allowance, or whether they want his allotment or whether they don't want his allotment, because he hasn't the final decision as to whether an allowance shall be made.

The family has the right to claim the allotment and the allowance against his will. The bureau has the right, and even though the family should be inclined patriotically or for other reasons to waive the allotment, to compel him to pay the allotment.

Now, the men in the Army are gathered from all ranks of society and all classes of men, and it would be incredible if there were not some men in the Army who would be inclined to shirk their duty in this respect. Therefore it is important to acquaint the men with the instructions that you will find with the allotment and application blank. It is important that they should know at once that the United States Government requires absolute frankness and honesty in the statements that are made, and in addition to its being a military offense, a willfully false statement will lead to civil prosecution for perjury, with the penalty of imprisonment in the penitentiary and a heavy fine.

It does not make any difference whether the man has gone into the army as a single man or not; when he comes to give this information, if he has a wife or children he must come out and say it. So far as illegitimate children are concerned, unless he has acknowledged them in writing as his own, or unless he has been decreed by the court to support them or to contribute to their support, he can not be required to give any information. But as to any illegitimate child that he has in writing acknowledged as his own or that he is ready at this time to acknowledge in writing as his own in order that it may receive the governmental support, and as to any illegitimate child to whose support he has been decreed to contribute, whether he says it is his child or not, if the court has found against him, it is his absolute duty to give the information.

This information, of course, that is given in these blanks is not for public circulation. It is to a very considerable degree confidential, for the use of the bureau and for the use of the Army. Men ought to be impressed with that fact in order that they may not bring upon themselves the penalty for giving false information and in order that they may not by their false information tend to deprive those who have a claim under the law of that claim.

Of course, it is just as serious to overstate as to understate. Unless the man is really married to the woman, at least in the sense that they have openly lived together as husband and wife for two years—when I say openly lived together as husband and wife I mean held themselves out to the community and been considered by the community as husband and wife day after day—he must not say that the woman is his wife if she is not. But for the purposes of the allowance and the allotment article the law expressly says that when a man and a woman have lived together openly and publicly in the acknowledged

relation of husband and wife, that will suffice, and in the absence of a legal spouse who, of course, has the only claim, the first claim and the only claim, the marriage between these two will be conclusively presumed. That does not apply to the insurance article or to the compensation article in case of disability or death, but only to the family-allowance section.

Now, gentlemen, I was asked at the beginning of the session about this compulsory deposit. Let me say first that no regulation has as yet been made by the Secretary of War or the Secretary of the Navy compelling a deposit, and I was asked whether the amount that a man pays for his Liberty bond would be considered. The answer is, that the law says that the most that you can be compelled to deposit with the Government is one-half of your pay. Now, that is the most; but before any of that half pay is to be deposited there will be deducted from it any allotment that you make, whether it is a compulsory allotment or a voluntary allotment. Now, then, let us illustrate that by an example. Suppose a man is getting \$90 pay, and suppose he has not allotted anything. The Secretary of War can say, by regulation, "You must deposit so much of one-half of your pay; that is, of \$45 as is not allotted." Suppose a man has allotted \$15 to his wife, \$5 to his mother, and is paying \$15 a month insurance premium. That is \$35 already; assume that he promised \$10 monthly for a certain period for Liberty bonds and told them to take that out of his pay. That is also an allotment. You now have \$45. That is half his pay. There is nothing left that the Government can compel him to deposit. One-half of his pay is subject completely to his own will. Of course, if that man wants to allot \$30 to his wife and \$15 to his mother, that is \$45. If he wants to allot \$10 for a Liberty bond, that is \$55. And if he wants to allot another \$10 to pay his insurance, that will be \$65. That will all be deducted from his pay, and he will get the balance of his pay, \$25.

A MEMBER. Let me ask you a question, please, right there. Do not talk about the \$60 man or the \$90 man, talk about the \$30 man.

Judge MACK. The same thing applies. Suppose he is paying \$15 to his wife and two children. The other \$15 he can do with as he pleases. He can allot it or any part of it subject to some possible regulations that may be made which may say that every man ought to keep something out of his pay.

A MEMBER. Suppose that in the meantime he has already obligated himself for \$20 for a Liberty bond.

Judge MACK. If he has allotted \$20 for a Liberty bond, he can not pay it out of his pay, because the first thing is the compulsory allotment to his wife and children. That comes first.

A MEMBER. He is already under the contract obligation to pay \$20 for Liberty bonds.

Judge MACK. Well, he has no outside resources.

A MEMBER. No, sir.

Judge MACK. He can't meet that obligation. But the Government will have to relieve him of that. In my judgment, some general order ought to be issued, and ought to be issued mighty quickly, to answer that question. But this law has nothing to do with it. A man can't allot away from his wife and his children, because that is a compulsory deduction, and he can't get away from it. His entire



pay is not within his control. If he has a wife and children, or a divorced wife who has a claim on him for alimony, the compulsory allotment comes first and will be deducted automatically unless he asks for exemption, and reasons are found to exempt him, or unless she waives it; but otherwise that has got to be deducted.

A MEMBER. I would like to bring up the question presented in the preceding question. Suppose he gets \$40 a month. He has a wife, two children, and a dependent mother. All of them dependent upon him for support. Let us assume that that man has obligations, old-line insurance companies or otherwise, which he feels compelled to meet, and he feels he can not contribute more than \$20 to the compulsory allotment. How can he best place the allotment so as to meet the compulsory family allowance?

Judge MACK. In the first place he must pay \$20 to his wife and children. If he wants his mother to get the Government allowance he must do one of two things, either pay her nearly \$6, which is one-seventh of his pay, or apply for exemption from that payment. If a man's circumstances are such as you state, that he has nothing but his pay, that he needs \$20 for his wife and children over and above the \$32.50 which the Government gives a wife and two children—that is, \$52.50 as the minimum on which that wife and two children can live—if that is his status, and if, in addition to that, he has some fixed obligation which he has no other way to meet except through the balance of his \$40 pay, I have little doubt that the bureau would consider that it was a special case—

A MEMBER. I think we are talking at cross-purposes. The proposition I put up was that he feels that he can put in \$20 for his allotment and he wants to so place it.

Judge MACK. He can so place it.

A MEMBER. He can allot \$20 payable to his wife?

Judge MACK. He not only can but must; \$20 is his compulsory allotment for a wife and child. He hasn't any choice.

A MEMBER. Then the Government will allot this for him.

Judge MACK. The law provides how much allowance he will get in that case. The law says that a wife and two children shall get \$32.50.

A MEMBER. Then the family allowance would not exceed the compulsory allotment?

Judge MACK. That is not correct; the compulsory allotment follows the allowance. The family allowance is fixed in the law. It is \$15 for a wife, \$25 for a wife and one child, \$32.50 for a wife and two children. That is the problem that you stated. The family allowance is fixed. Now, the family allowance being fixed at \$32.50, what must the man allot to his wife and two children. He must allot the same amount that the Government gives, \$32.50, with this exception, that he can not allot less than \$15, and he need not allot more than half his pay. What is half his pay? \$20 in the case you stated. Therefore he must allot \$20 to his wife and children, and that family of a wife and two children will get from allotment and allowance together \$52.50. Now, so far it is clear.

A MEMBER. Just one point to clear it. Does a man have to take any steps to make this allotment of \$20?



Judge MACK. No.

A MEMBER. What if he does not feel that he can afford this \$20?

Judge MACK. It doesn't make any difference. If that compulsory allotment of \$20 is going to be more than he can pay he should apply by writing to the bureau for an exemption, but he is not apt to get it.

A MEMBER. It might be a good thing to persuade his wife to send him a check for \$5 or \$10.

Judge MACK. Yes; there is no objection to his wife doing that if she wants to.

A MEMBER. Does he have to apply for the allowance?

Judge MACK. That wasn't the question. The question was, What steps must he take so that the family may get this compulsory allotment? I said in the beginning, before you were here, that every man must fill out this blank whether he wants the allowance or doesn't want the allowance. Every man under the grade of commissioned officer must fill out this blank. Now, when he fills out this blank, assuming that he is filling it out honestly, we know that he has a wife and two children. Automatically that wife and two children get the compulsory allotment. That is automatic. Now, if he wants an allowance for them he must apply for that. If he doesn't apply for it and if they want it, they must apply. Now, that application is printed on the same form as this information which he must give. He can't get out of the compulsory allotment simply because he does not want the allowance or because his wife does not want the allowance. His wife, however, can say, "I waive this compulsory allotment," if she wishes to, and if she does not need that support from him, the bureau will let her waive it. Then the compulsory allotment is at an end and he can then do as he pleases with his money, except for regulations that the Secretary of War may make.

A MEMBER. While we are on this subject I would like to raise a question as to what is to be done with the fair sex, the ladies that we have in the Navy as yeowomen. There are thousands of them. If these ladies are to be treated according to the strict terms of the law they will be badly treated.

Judge MACK. They are treated exactly like men in the same position. It makes no difference, the law says expressly.

A MEMBER. On the question of allotments and the benefits to be derived therefrom.

Judge MACK. The difference is that you can not subject them to compulsory allotment. The law gives them absolute equality with the men.

A MEMBER. On the same footing?

Judge MACK. On the same footing, exactly, and in every respect. There is no difference between them. You will find enlisted men includes men or women, and wherever the term enlisted men, or men is used, it refers to men or women in the same position.

A MEMBER. Then the compulsory allotment will apply to them also.

Judge MACK. Except only compulsion as to allotment. The wife is not defined as including the husband; therefore, if one of these young women has a husband she need not make the allotment to him. [Laughter.]

A MEMBER. Suppose the husband can not take care of himself?

Judge MACK. All I can say is that the law does not compel her to make the allotment. She can do as she pleases about it.

A MEMBER. I notice that both in the law and the application blank for insurance that an enlisted man is to have the premium taken out of his pay.

Judge MACK. If he wants it.

A MEMBER. That is what I wish to know; is that compulsory?

Judge MACK. Not at all. You will notice if you read that clause "I authorize the necessary monthly deduction from my pay, or if insufficient, from any deposit with the United States, in payment of the premiums as they become due, unless they are otherwise paid." If a man does not want his premium to be deducted he can send his check to the bureau each month, or he can send it now for a year in advance, or anything else that he pleases.

A MEMBER. There is one other question that I would like to ask. It has been gone over, and perhaps everybody in the room is familiar with it, but there are some of these things that I would like to emphasize. Now, I believe it comes under the compensation feature of the law. When does this compensation feature begin and when does it end?

Judge MACK. Compensation for disability begins with the disability, subject, however, to this: That while a man is receiving pay in the service he does not get his disability compensation. It begins when both elements are there—disability and discharge from the service.

A MEMBER. Then it runs 240 months from that time?

Judge MACK. No; you are talking about insurance.

A MEMBER. It runs for life?

Judge MACK. So long as the disability lasts. If it is a disability that lasts a month, at the end of the month, if he is well again, it is stopped. If the disability begins again, it goes on. If a man has both legs off, the disability in the nature of things is permanent. From the moment he is discharged he has to be paid \$100 a month for life.

A MEMBER. One other question. I think a man is given 120 days to accept the conditions of this insurance or reject it, and in the meantime he is covered for that 120 days to the extent of \$25 a month in case of death or permanent disability. Now, does that cease on February 12, or is that continuous during his service?

Judge MACK. That depends on what you mean. If you mean will he continue to be insured if he has become totally disabled before February 12—

A MEMBER. And at that time does not desire insurance.

Judge MACK (continuing). And at that time does not desire insurance he still gets the \$25. It means that if he has not taken out insurance and has been unfortunate enough to become totally disabled before February 12 the payments will be continued for life. It means that if he dies on or before February 12, without having taken out insurance, that \$25 will be paid to his wife and children and his widowed mother as long as they live, but no more than 240 months. If, including the months that he himself receives it, all of them die before the 240 months, it ceases altogether. It means that if he becomes totally disabled on or before February 12 and he begins to get \$25 and at the end of 12 months he dies and leaves a wife, child, or

widowed mother, that the payment of \$25 a month will be continued to be paid to them as long as they live, but in that case not exceeding 19 years. That is, 20 years, including the one year he has been receiving the \$25 a month.

A MEMBER. Now, I would like to ask this question: There are a few boys over in the hospital who will probably receive their survey shortly; are they going home disabled without having the privilege of this insurance?

Judge MACK. No, sir; any man before he is discharged, while he is in active service, has a right to take out this insurance; but if he waits until he is totally disabled he can not take out insurance against total disability. He can take out insurance against his death. But if he is totally and permanently disabled before February 12, then, he won't want to take out insurance, because he is going to get \$25 a month, automatically, as long as he lives. If he is going to take out more than \$1,000—say, \$1,500 or upward—the longer he waits the more chances he takes that he will be caught without having any insurance, and the difference between \$25 and what he would have would represent a loss to his family.

A MEMBER. In section 401 the men who were in the service on the 6th day of April and have died between that time and now, it would seem that this act is retroactive for them.

Judge MACK. Yes; the families can get it. If a man has died and left a wife, child, or widowed mother they will get this \$25 as long as they live, but not exceeding 20 years; and after he has become totally disabled he will get it in exactly the same way. The act is retroactive in that respect.

A MEMBER. I would like to ask one question to supplement this. There is a man in the hospital who has been discharged. Has it anything to do with the question that the trouble originated before this bill passed?

Judge MACK. You mean as to total disability?

A MEMBER. No; partial disability.

Judge MACK. No. If these men are not totally and permanently disabled they do not get the \$25 monthly insurance, and they do not get compensation. They are taken care of under the pension laws. In other words, the pension laws are in operation up to October 6, the date that this compensation law was passed, for anything that happened before that. Those men, however, who were permanently or totally disabled or who died between April 6 and October 6 get this \$25 monthly insurance as an additional allowance to them over and above what the pension laws give; but the pension laws and the gratuity laws were in full force up to October 6. On and after October 6 they were supplanted by this law.

A MEMBER. It is not quite clear now whether or not the compensation act pays in the case of death arising in the line of duty in addition to this emergency insurance. In other words, if a man leaves a dependent wife and has been injured, and as a result dies while in the line of duty and takes out no insurance, he receives \$25; that is, his wife receives \$25 in compensation in addition to the \$25 provided.

Judge MACK. Right. In other words, the language of the act is that he will be deemed to have taken out and have been granted insurance bringing \$25; that is in addition to what she gets under the compensation article.



A MEMBER. I would like a ruling on whether or not officers who have been retired and returned to active duty—retired from active list, but put on active duty by the President during the war—are entitled to this insurance?

Judge MACK. Yes; I answered the other day that they are, and for this reason: The expression "On the active list" is not used in the law. The expression used in the law is "In the active service." Men on the retired list who have been brought back to the active service are in the active service and are covered and were intended by the use of that phrase to be covered by this law.

A MEMBER. Judge, now when we return to our cantonments, are we to encourage the writing of insurance in amounts of \$5,000 before the date of February 12 or not? Now, as I understand it, the law provides that insurance shall be given up until that date for an amount around forty-five hundred dollars without premium charged.

Judge MACK. The law does not say without premium and it does not say with premium charged. You certainly do not have to pay any premium. If a man dies, I can not answer whether the premium is going to be deducted.

A MEMBER. Well, then, am I not to understand, for instance, if I take out a \$10,000 policy to-day, I am to get the benefit of that forty-five hundred dollars?

Judge MACK. No; your premium is on \$10,000 insurance. I think it is very desirable to encourage them to take out the insurance at once, because the insurance which they take out is a great deal better than the free insurance which the Government is giving. In the first place it is payable to a larger class of people, in the second place the insurance which the Government gives them is equivalent to only forty-three hundred dollars, so that if they want to take out more than that they will get more for their money. If they want to benefit father, married mother, brother, or sister, the only way they can do it is to take out insurance, no matter what the amount, because the automatic insurance is limited to the wife, child, or widowed mother. In the next place it is not for 240 months straight, but for that time within 240 months that these three specific classes survive. The insurance that you buy is for 240 months straight, and you can leave it to the larger class. Now, of course, if you have nobody within the larger class and the whole class dies out and there is nobody at any time left, that comes within the broad descriptions of grandchild, parents, brothers, or sisters there would not be anybody to take it, but those terms are very broad, and include a good many people.

A MEMBER. May I go into that further? Suppose the man who does not want insurance for class B, but for class A, and therefore he would not be benefited, say, by taking a \$5,000 policy?

Judge MACK. He would not be much benefited.

A MEMBER. He would not be much benefited by taking that policy. Now, if he does not take any policy, he avoids the payment of the premium on the basis of six or seven dollars a thousand. It would cost him, say, for the four months, twenty-four or twenty-five dollars.

Judge MACK. Yes; and he runs the risk during that time of becoming totally disabled. Now, if all he wants is \$5,000, it is, of course, immaterial, but suppose he wants to take eventually \$10,000, and



he says, "Well, I will be satisfied with this \$5,000 now and I will take \$10,000 beginning February 12, 1918." If he should become totally disabled before that date he would get the \$25 monthly for his life, but he could not increase that amount for total disability by taking the insurance thereafter. If he should die before February 12, 1918, of course he could not increase that insurance. The \$10,000 insurance would not go into effect on February 12 if he died before February 12. His automatic insurance of \$25 monthly would be in force. But if he intends to take \$10,000 on February 12, he would better take it right away, even though it cost him a little more for a period of three and a half or four months, because if he waits he is taking the chances of intervening disability or death, in which case he will not get the increased amount that he wants. Now, if he wants only \$4,000 of insurance, he need not bother.

A MEMBER. All he would have to do if he wanted more would be to make his application dated from February 12. That would not interfere with his temporary insurance.

Judge MACK. No; he could not get his insurance from February if he dies in the meantime. You know a man can not apply for the insurance to become effective after his death. [Laughter.]

A MEMBER. I understand, but he would get it temporarily.

Judge MACK. No; here is the problem I was trying to state: It was not quite the question that was asked. A man eventually wants \$10,000 before this four months' time is up, so he says to himself, "I will take this insurance beginning February 12 and I will save that four months' insurance premium." Now, if he wants to save that four months' insurance premium he can do it, but he is taking these chances, that he may become totally disabled, or that he may die before February 12. If he does, he will get the \$25 a month, but he can not take the ten thousand insurance against total disability if he becomes totally disabled before February 12, and he can not insure against death if he dies before that time. Now, if he becomes totally disabled, he can still take his ten thousand insurance against death on February 12, but it won't give him an increase in his total disability insurance. It will become effective only when he dies; he will not get the \$57.50 for his total disability, but only the \$25.

A MEMBER. He will get the twenty-five until he dies, and the family gets the fifty-seven fifty.

Judge MACK. Yes.

ANOTHER MEMBER. In order to save insurance premium, insurance for forty-five hundred dollars between now and February 12. He wants \$10,000 insurance from now on. Can he take out two policies now, one for forty-five hundred dollars and the difference between that and \$10,000.

Judge MACK. No; the moment he takes out any policy from now on, his automatic insurance is at an end; in other words, under the law, as it is written, he can not get the automatic insurance and also get a policy for any amount at the same time. The two do not run at the same time.

THE MEMBER. The thing to do is to tell them to write their policy now for as much as they want. Suppose we tell him he can take out ten thousand, and if he wants to take a thousand we can go into details and explain to him.

Judge MACK. That's just what I say. I would try to get every fellow to take out at least forty-five hundred dollars and make it effective immediately. That is much simpler; everything would be much better for the man, his family, and the bureau; but there are lots of fellows who do not want to take out forty-five hundred dollars, and when you go to those fellows you must explain. I would certainly advise the men, because that's mighty honest advice, to take forty-five hundred dollars insurance. I would be glad to have every man in the service carrying at least forty-five hundred dollars. It gives him little enough, and for his family it is the best thing, and even if he has no family it is the best thing, because after the war he may get married and have a family. You do not go astray when you advise him to take at least forty-five hundred.

A MEMBER. Is no premium required after a man becomes totally disabled?

Judge MACK. No. The moment a man becomes totally and permanently disabled his policy is due just the same as if he dies. His policy is matured, but of course it is paid out only in installments. I mean it's all owing from that moment on by the Government, and it's due in 240 monthly installments.

A MEMBER. That is not expressly stated in the bill, but inferentially.

Judge MACK. Yes; exactly. The fact that the policy matures is in itself a statement of a cessation of premiums because you do not pay for insurance that is due.

A MEMBER. Your statement, Judge, of total and permanent disability—suppose a man is pronounced totally and permanently disabled by a board of physicians, and thereafter it develops that he has recovered somewhat; would he still be considered under that condition, or would that word "permanent" come in; and if so, what is the effect?

Judge MACK. That is a problem.

A MEMBER. That's got to be settled.

Judge MACK. And I think the bureau will settle the problem liberally.

A MEMBER. Can insurance be taken out after February 12?

Judge MACK. No, sir; not by a man who was in service on October 15. A man who enters the service at any time after October 15 has 120 days from the time he enters the active service to take out the insurance. A man who was in the service on October 15 has 120 days from that time, and that 120 days ends on February 12.

Prof. LINDSAY. There is a question that can now be answered, I think. It has been asked by several men this afternoon with respect to approximately the cost of conversion of this insurance at the end of the war into endowment insurance.

Mr. Young, will you give us approximately the cost of two or three age periods, say 21, 25, and 30, if you can, of endowment insurance per thousand. I think you gave those figures the other day, but if you can give them approximately now, several men have asked how much it would cost to carry \$10,000 insurance converted into endowment insurance at ages 21, 25, and 30, say.

Mr. YOUNG. Twenty-year endowments? About \$40 a year, age 21.

Prof. LINDSAY. Forty dollars a thousand? That would be \$400 for \$10,000 at age 21?

Judge MACK. A 20-year endowment, you know, is a very expensive thing. A 20-year endowment is a great luxury. A man coming out of the Army at 25 that wants to protect himself against old age does not need anything better than a 40-year endowment, not a 20-year endowment. A 40-year endowment would cost less than \$18 a thousand.

A MEMBER. As I understand the law, there is no provision yet made that that 20-year endowment could become a lump sum or spread over 20 years. If it is spread over 20 years you are not making any money on it.

Judge MACK. Why?

A MEMBER. The remaining money for the 20 years is still on deposit. Who gets the interest on it?

Judge MACK. I don't quite catch your problem.

A MEMBER. Suppose, if you convert the policy into a 20-year endowment policy.

Judge MACK. Suppose a man is 25 when he wants to convert, and he wants a 20-year endowment policy, which is expensive and a great luxury. His policy is due when he is 45. Is that right?

A MEMBER. Yes.

Judge MACK. It is not going to be paid to him in a lump sum. Congress has provided that it shall not be paid in a lump sum, but in 20 annual installments; \$10,000 on the  $3\frac{1}{2}$  per cent basis brings \$57.50 a month straight over a period of 20 years. Now, if the man lives until he is 65 he will have gotten all of that, and if he dies before 65 his family will get whatever he has not got, just the same whether it is endowment insurance or life insurance. Does that answer your question?

A MEMBER. Judge Mack, there may be cases in which men want insurance and who have no relatives of the classes prescribed. Will they be allowed to take insurance?

Judge MACK. Yes; they may take the insurance, and in case of total disability it will be payable to themselves, and in the future they may get some of those relatives that they haven't now. [Laughter.] If they should be so unfortunate as to acquire no such relatives and to have nobody whatsoever within the permitted class, and if Congress adheres to the rule laid down in the present law—which I did not favor, do not favor, and shall attempt to get changed—I can not say with what success—that man's policy would go to his Government, because he has nobody else in the world to get it.

A MEMBER. In that case, as a practical matter should we write in that situation in the policy?

Judge MACK. No; that is taken care of by the law. You do not need to write anything in the policy. If you will look at that bulletin No. 1 giving the terms and conditions and giving you a sample policy, you will find in it this statement:

"If no beneficiary within the permitted class be designated by the insured, either in the insured's lifetime or by his last will and testament, or if any above designated beneficiary is or becomes disqualified or does not survive the insured, the insurance (or if any above designated beneficiary shall survive the insured, but shall not receive



all the installments, then the remaining installments) shall be payable to such person or persons within the permitted class of beneficiaries as would under the laws of the insured's place of residence be entitled to his personal property in case of intestacy."

Now, the man can change that whenever he pleases, because he can change any beneficiary whenever he pleases, and he can tell the department "I said my wife shall get it, and then the next of kin shall get it. My next of kin will be my children and I do not want my children to get it. I want my property to go to somebody else if my wife dies or after she dies." He can change that whenever and as often as he pleases, but if he then dies and his wife dies before him and he has no next of kin within the classes permitted under the law, and there is nobody therefore who can take the insurance under the law, the insurance falls to the ground and the Government does not have to pay anybody; except only this, that if he has converted his insurance, and if therefore he has a kind of insurance that he could have sold out to the Government the day before he died—what we technically call insurance that has a reserve value, an insurance that has a cash surrender value, an insurance that does not eat itself up as a term insurance does, an insurance in which there is something more than insurance by the year, in which you make an investment for the future—and that is the kind of insurance which it will be converted into—if that is the kind of insurance that he has, his estate will be paid the whole reserve value; his estate will get whatever he could have sold out for before his death. That is the only value of the policy if there are no beneficiaries within the class.

A MEMBER. When the policy is first gotten for the man who has no relatives, could he write down in the blank the name of the beneficiary in the blank left for the name of the beneficiary that fact?

Judge MACK. Write down nothing in that. If he does not want to designate anybody he does not have to, because the printed part of the policy says that it goes to his next of kin, and if he hasn't any next of kin at his death, then it automatically goes to the Government, because there is nobody the Government has obligated itself to pay.

A MEMBER. A number of men have not been able to give their ages to me. How would we handle that situation? They don't know when they were born nor where.

Judge MACK. The only thing that you can do in those cases is to get their best judgment as to their ages and to have them endeavor the best they can to get their ages, and advise them to give them a little too high rather than too low, because if they give them too low and it is afterwards determined that they have given them too low and they die, they would only have the amount of insurance that the sum that they paid would buy at their proper age. Suppose it costs twice as much at age 40 as it does at age 20, and suppose a man says, "My age is 20," and he pays, say, \$7 for \$10,000 instead of paying \$14. Now, that man afterwards is discovered to be 40 instead of 20; and they would get only \$5,000 of insurance instead of \$10,000, because that is all that \$7 would have paid for. I give that as a striking and impossible example to illustrate merely that it is wise for the man who doesn't know his age or the date of his birth—and



there are plenty of those men—it is much better to give his age too high than to give it too low.

A MEMBER. Suppose a man is permanently, though not totally, disabled. He must pay the full premium regardless of his reduced earning capacity?

Judge MACK. Yes.

A MEMBER. I notice in the application for insurance that we authorize the necessary deduction from our pay. Now, in case we decide not to carry that insurance, what is necessary, written notice?

Judge MACK. Yes.

A MEMBER. That is sufficient?

Judge MACK. Yes. A man can send in notice to the War Risk Bureau, "I do not want your insurance any more." That ends it.

A MEMBER. Judge Mack, you stated that it would be unnecessary in the event of a man with no dependents to put anybody in as a beneficiary in the application.

Judge MACK. He does not have to put in anybody if he doesn't want to. He can always put in somebody afterwards, because, as I said before, we have already put in somebody for him. We have put in the class that would be entitled to his insurance in case he died intestate.

A MEMBER. I understand that, but wouldn't that create an impression in the mind of the bureau that the applicant has made a mistake by failure to state dependence. Wouldn't it be better to make an explanation of the fact that there was no beneficiary rather than send it in blank?

Judge MACK. I think not. The bureau might want to ask in those cases, but I think it would be better to take it up as an individual matter. As Mr. De Lanoy says, as to enlisted men, he would get the information from his allotment blank.

A MEMBER. Of course you would not have that as to an officer.

Judge MACK. You see the man insured in that case would get a copy of his policy and he would find that there was a blank there and if he wants to correct that all he needs to do is to send in word of his mistake.

A MEMBER. I would like an interpretation of the Government allowance relative to class A and class B. Take a man getting \$30 under class A; he has deposited \$15. Now, for one additional dependent in class B, he has to allot one-seventh of his pay. Suppose he has two or more dependents additional in class B. Would he have to allot one-seventh for each of those in class B?

Judge MACK. No. The total allotment to class A need not exceed one-half of his pay. The total allotment of class B need not exceed one-half of his pay if he is making no compulsory allotment to class A. If he is making a compulsory allotment to class A of one-half of his pay, he must then, if he wants to get an allowance for class B, make an allotment to class B. It will not be to each person in it, but it must not be less than \$5 a month and it need not be more than one-seventh of his pay. That is the most, but that would be in addition to the half pay that he allots to class A. If this is not clear under the law, it will be made so by regulation.

A MEMBER. In a case of this kind which is liable to come up, a man enters the service and has no dependents. His mother and father and sisters are living. The father dies during the term that

he is in the service, and in order for his mother and sister to approach the standard of living that they did prior to his term, it will be necessary for that man to contribute. Would it be possible for him to continue under that class B and then get the Government allowance?

Judge MACK. I said in answer to that same question on Tuesday that that is going to be a question of interpretation by the bureau. I believe the bureau would have a right, and if they have the right I have no doubt that they will exercise it by giving a liberal interpretation to those words that the relatives of class B must be dependent upon the man and that the amount to be given shall not exceed the amount habitually contributed by him during dependency. Now, there is one case, the case you put, which is not covered by the express letter of the law. It was covered by the express letter of the law, as has been pointed out, with reference to compensation of a widowed mother, who must also be dependent. In reference to a widowed mother the law says that she must have been dependent, or the situation be such that she would have been dependent upon him. In other words, if at the time of his death there is no widowed mother, but if in the next month the father died, so that the second month he has a widowed mother, inasmuch as the amount to be paid is to be determined month by month, that widowed mother would receive compensation provided she is dependent upon him. But of course she can not be literally dependent upon a dead man. Therefore the language was put in "Or would have been dependent upon him." Now, if the family relation is such that she would have been dependent upon him in life, as, for example, if he were the only son of a father who had died, then she can get that compensation under the compensation clause. Now, under the allotment and allowance section the words used are not "would have been dependent upon him" or "that the amount that he would have contributed if he had contributed anything because of the dependency," but the statement is "the amount that he habitually contributed during dependency." My judgment is—I can not answer positively, because I am not going to be the attorney for the bureau—but my judgment is that those words can be fairly interpreted to mean the same as the language used in the compensation section, namely, that if there is such a condition that the mother would from month to month be dependent upon him, that then she can get what he normally would contribute during dependency to her, and that would have to be a question to be determined from all the circumstances of the case. I do not say that this interpretation can be made. I do not know. It is one of the questions that will have to be determined by the bureau in the future.

A MEMBER. Suppose a man has been discharged from the Army. Of course, after the war he converts the policy. It is left optional on his part the form he prefers. Through misfortune or otherwise, remuneration for his labor in case he is dependent upon his labor ceases. Is there some provision made whereby he can deposit this policy until he can take up the payments again?

Judge MACK. No; payments are obligatory in an insurance policy.

A MEMBER. They act as their own collateral, do they not?

Judge MACK. This is the theory of insurance. You are insuring for the time being and you pay for the time. The regulations have allowed you a period of grace. In the first place, in private companies they always require you to pay in advance. The Government

has said, "We will trust you until the end of the month." The Government says, "If necessary, we will trust you another month. We will give you 30 days of grace in which to pay." Now, under this term insurance, just because it is term insurance, just because, as I said, it is like fire insurance, from month to month, at the end of the month there isn't anything left. You have had what you paid for, namely, the insurance, and there isn't anything left there that belongs to you, so there is nothing that you could borrow from the Government. There is nothing that the Government could use to protect you if you failed to pay after that, but they are willing to protect you an additional month notwithstanding that.

Now, if you have converted your policy into one of the other forms, these other forms give you more, for this reason, that in addition to buying protection from month to month you are also buying an investment. You are building up something for the future. Now, in an endowment policy you are building up a great deal for the future. You are making a pure investment in addition to buying insurance.

But even in an ordinary life policy you are building up something for the future which in your younger days is an investment. I tried to explain that life insurance is founded on this. You contribute the annually increasing amount you ought to pay for the risk that the insurer runs in carrying you, because as you grow older the chances of your dying increase. Now, the converted policy would not be of that kind. The converted policy will be the kind that companies ordinarily issue. We will take the cheapest form, ordinary life. You are going to pay the same amount during your whole life, but to pay the same amount during your whole life means that in your younger days you are paying more than the cost of the insurance, and in your old age, you are paying less than cost. If it costs to carry \$1,000 \$8 and you are paying \$15, what is that \$7 that you are paying? I will explain to you what that is. That \$7 put away and earning  $3\frac{1}{2}$  per cent compound interest will represent the amount that the company will need in your older years to make up the deficiency cost. We will say that to-day it costs to carry you \$8, and you are paying \$15. The day will come when it will cost \$20 to carry you, still you will pay only \$15; in this way the company can afford to carry you for the same amount each year. In your younger years you pay more. In your later years you pay less. If you live longer than the average of your age, it will cost you more than the companies and you expect. If you die earlier, then it costs the company more. All insurance is based upon the fact that on the average the men insured are going to live at least a certain number of years. In fact the companies have taken a low period and their policyholders are going to live longer than that on the average and that explains the profit.

#### MEN IN TRAINING CAMPS.

Director DE LANOY. Gentlemen, in the matter of members of training camps, officers' training camps, they are under the act and may therefore apply for insurance before they are discharged from the camps. Those who do not get a commission, however, must arrange to pay premiums after leaving the camps, to the War-Risk Bureau, as naturally insurance lapses if payments are not made. Men who have taken out insurance and who receive commissions must notify the Bureau of War-Risk Insurance, so that proper entries of rank, com-

pany, and regiment may be made on their policies, and arrangements made for deduction of premiums from their pay. Men in these training camps are subject to compulsory allotment and their families entitled to family benefits. Unless their families apply for it, men in the present officers' training camps are exempted from the compulsory allotments in view of the fact that the camps terminate on November 26. Men in the training camps are entitled to compensation under the act, and regulations will be made along these lines by the bureau.

#### ALLOTMENT AND ALLOWANCE FORMS.

Judge MACK. Now, gentlemen, let us take up this allotment and allowance blank.

A MEMBER. I want to call attention to what might be misunderstood in the blank. The voluntary allotments are now, of course, paid by the various bureaus. Navy Department, etc. Now, on these blanks here it says that allotments must be made unless a special exemption is granted by the bureau.

Judge MACK. That is what I am going to explain, because the instructions are on the opposite side, and the instructions explain all of that. But I am going through the instructions first to call your attention to it.

The first thing is the penalty. I call your attention to that. The men must know that if they are going to lie willfully about the filling up of these blanks it is a serious matter. In connection with that let me turn to the other side: "My full name is," "Home address," "Date of birth," "Age nearest birthday." Now, of course, if a man does not know, he ought to say, "As near as I know; as near as I can judge," or something of that kind. "Present rank," "Present station," "Date of enlistment."

A MEMBER. Current enlistment, time drafted into the Federal service?

Judge MACK. The date of draft into the Federal service; yes. Of course that isn't so important for the men who are in at the present time. That is important for the men that come in after this act goes into effect. It is simply a question of the date from which these things begin, and all the men who are in on the 6th of October or 1st of November will be affected as to the allotments anyway.

Now, note the next. This is his statement:

I hereby certify that the following-named persons and no others come within the class of my wife, former wife divorced, or child as defined in the act, and entitled thereunder to compulsory allotment, and that the information stated opposite their respective names is correct. (If as to any of these there is no person so related to you, write "None" in the name column.)

Now, the point about that is we want to know whether a man has these people; and if so, the information in regard to them; and if not, we want him definitely to say that he hasn't any. We don't want him to come back afterwards and try to sneak out of that by saying, "I did not say anything. I did not deny that I had a wife. I simply did not give her name." We want a positive statement, and we have told you how to get that positive statement. I do not mean to say that he has got to write "None" a half dozen times. He can make a bracket there, signifying wife and children or use ditto marks or write "None" as to all of them. It is immaterial, but we want the information in the answer—yes or no. He has or he has not;



and if he has not, we want him to say so. If he has, we want him to give the information.

Now, to go back to the other side. "Form 1 is to be filled out for each enlisted man in the military or naval forces of the United States ('enlisted men here means either a male or female')"—that answers the question as to the yeowomen—"enrolled or drafted into active service and includes noncommissioned and petty officers and members of training camps authorized by law."

Of course where we say "Date of enlistment" they can say the time they went in.

A MEMBER. They have enlisted for three months.

Judge MACK. Before going into the training camp?

A MEMBER. They enlist for the period of the camp.

Judge MACK. Then they are enlisted men; that answers that.

A MEMBER. This is to be filled out in ink?

Judge MACK. Yes, sir.

A MEMBER. I would like to call attention to what is a serious omission on this blank. There is no place to give organization.

ANOTHER MEMBER. No soldier is permitted to sign any paper in the Army without putting his rank afterwards, so that when he signs at the bottom of a page he will always put his rank underneath.

Judge MACK. Then when he signs his name, you have all the information.

A MEMBER. It says here, "I hereby make voluntary allotments in addition to compulsory allotments, as follows." It seems to me that that should be in the first part where he makes the compulsory allotment, because, if I understand you, if he gave \$20 a month to his wife before he made this allotment the Government will only give him \$5. He gives \$15, and the Government gives him \$5. That is how I understood you.

Judge MACK. Wait; you have a total misunderstanding. Let me get it clear. Others may have the same understanding. I was talking about the divorced wife, not about the wife. What you understood about the wife referred only to the former wife divorced. I said as to the former wife divorced, that the highest amount that she could get was the amount of the alimony. Up to that she can get the same as a wife, and has both an allotment and an allowance. But if the allotment alone is sufficient to pay the order, the amount of her alimony decree, then she does not get any allowance. She can not get more than her alimony decree provides that she shall get, and the allotment must be used first and then the allowance. That is, if the allotment is not used by the present wife and children.

Judge MACK. A wife and children are absolutely entitled to the allowances that are fixed in the bill. The only way they could be deprived of them would be if they waived them or if the Government for some reason exempts a man and takes away the allowance. Otherwise the wife and children get the amount fixed by law. Moreover, the man must give them the allotment in addition to what the Government gives them; that is compulsory.

A MEMBER. He must also fill out, then, this bottom blank about allowances.

Judge MACK. Certainly; because they get the allowance only on application. A woman, even a woman and children, do not get the

allowance unless the application is made for it. They get the allotment, but not the allowance unless an application is made for it. That application may be made by the man; it may be made by the woman herself; it may be made by the children; it may be made in their name and on their behalf by anybody else.

A MEMBER. I know of a case in our company where a man was married last year in November, say, and he and his wife parted in the spring. He knows that he has got a wife, and he knows that his wife was pregnant when she left him, but he does not know her whereabouts.

Judge MACK. He had better give as much information as he can. Under those circumstances he had better say that her last place of residence was so-and-so. The last he heard of her was so-and-so, and that he may have a child and that he may not. The last he knows was that she was pregnant, and that she left him at such and such a time and at such and such a place. That would give sufficient information to investigate; but he must give the best information that he can. If he can not give exact information, let him state that it is not exact. Let him be honest; that is the main thing. Let us keep on with this form.

The first thing is the relationship, wife, child, and divorced wife; then the post-office address, date of birth. They want to get the ages, the ages of the children; not the age of the wife or of the divorced wife. That isn't material. It is the ages of the children that is material, because the children do not get these allowances after they have reached the age of 18 years unless they are insane, idiotic, or permanently helpless. Therefore you will find, turning back to the instructions, that "child" includes certain people, and you will find that if any child is permanently helpless you should write in the remarks column, "helpless." The reason for that is that if the child is over 18 and is still helpless the allowance goes on. If the child is 18 and is not permanently helpless, then the pay as to that child ceases.

Of course, if the children are married they do not get the money, and therefore the question is asked as to whether they are married or not. And so if a divorced wife has remarried she does not get anything. It is only until she remarries; and the amount payable monthly by court order must be given, showing what she is to get.

Now, the reason for other information is noted in the instructions. "Child" includes child legally adopted before April 6, 1917, or more than six months before enlistment, whichever date is the later." That is, if a man enlists on October 20, and he had adopted a child six months before he enlisted, that would be April 20 instead of April 6, that child would come within the act. The point about it is that Congress did not want a man to adopt a bunch of children in order to get allowances for them. So a period of six months before enlistment was fixed. If a man had adopted children before that time they are just as much entitled to his allowance as if they were his own children. So, too, a stepchild, if a member of his household, is the same as a child; and certain illegitimate children, too. The law states the exact situation as to illegitimate children. They must be, or must have been, acknowledged in writing by the father, or a court must have ordered him to contribute to their support.

A MEMBER. You need to put nothing for them but "Ack," if you have acknowledged or are willing to acknowledge them.

Judge MACK. That is all.

A MEMBER. Is it correct that this blank is the only blank to be filled out for allotment and allowance?

Judge MACK. Yes; both in one.

ANOTHER MEMBER. Suppose I started to fill in this blank. Under the head of pay, we will say \$30. Now, besides a wife and child, we will say he has a grandmother or mother. Would he put in the column of allotment anything in that case?

Judge MACK. If he wants to allot to her.

A MEMBER. He must allot \$5, must he not?

Judge MACK. It is not a question of what he must allot, it is a question of what he wants to allot; the sum total of what he wants to allot each one, and if he wants to he can add an allotment for the wife and children over and above the compulsory allotment.

A MEMBER. Would the bureau pay that?

Judge MACK. Yes; it will deduct it from his pay if that is sufficient.

A MEMBER. I thought these outside matters would be deducted by other departments.

Judge MACK. No; by the bureau.

A MEMBER. Suppose he wants to give \$5 to his grandmother and \$5 to his mother; that is \$10. That being the case, the bureau would send to the mother \$15 and \$15 to the grandmother.

Judge MACK. What do you mean by saying the bureau would send it?

A MEMBER. He makes an arrangement to send some money to these people. How much will the bureau send?

Judge MACK. How much additional allowance will it send?

A MEMBER. I know what they are going to send to the wife. They will send \$40 to the wife and child. Now, he wants to make an arrangement to send \$5 to the mother and \$5 to the grandmother.

Judge MACK. The mother and grandmother together will get a check for the \$5 allotment apiece, which makes \$10, and \$20 from the Government, which makes a total of \$30 for mother and grandmother together.

A MEMBER. Who will get that check, the mother or the grandmother?

Judge MACK. Each will get a check; the mother will get at least \$5 and the grandmother at least \$5. I should say that each would get \$15.

A MEMBER. Is there any special form of application for allowance and allotments?

Judge MACK. That is what you have before you.

A MEMBER. I mean for the beneficiary.

Judge MACK. No; this goes to the Government. The form for the beneficiary to sign is not yet prepared.

A MEMBER. Is one to be attached to this?

Judge MACK. No; this goes out to the man. Of course, the example that you gave did not call for more than \$50 from the Government. I only want to repeat that the Government does not add over \$50 under any circumstances.



Now, coming back to the form, you see the statement that the allotment of pay is compulsory. The instruction sheet tells the reason and the amount of the compulsory allotment.

Then comes the statement that I went over with you this morning, that marriage will be conclusively presumed if the man and woman have lived together in the open acknowledged relation of husband and wife during two years before this time. Of course, there ought to be added, "unless you have a husband or wife living."

A MEMBER. A question in regard to that: What form of such proof is to be presented, and at what time? In other words, are you to submit such proof of marriage at the time you make your allotment, or would that develop from investigation?

Judge MACK. That would develop from the investigation. Your statement will be sufficient *prima facie*.

A MEMBER. Judge Mack, my understanding is that this blank is also to be filled out by commissioned officers for the compensation.

Judge MACK. Can you fill out anything for compensation before you are injured? When you are once injured, a blank will be supplied. Give the full name of a wife or mother in the form of "Sarah Jane Smith" instead of "Mrs. John William Smith."

Then comes the statement:

These allotments may be waived upon written consent of wife or divorced wife, supported by satisfactory evidence as to her ability to support herself and children.

You may allot whatever you wish from your pay remaining after deducting the compulsory allotments, if any, to such person or persons as you direct, subject, however, to regulations prescribed by the Secretary of War or the Secretary of the Navy.

Allotments are not compulsory toward the support of parents (including grandparents and step-parents, whether of the man or of the wife), grandchildren, brothers, and sisters, whether of the whole or the half blood or through adoption, or stepbrothers and stepsisters, but must be made, unless special exemption is granted by the bureau, if you want them to get a Government allowance. In that event your allotment to them must equal the Government allowance stated below except, first, that you need not allot to them more than half your pay, and, second, that you must allot to them at least \$5 a month, or one-seventh of your pay, whichever is greater, if you are allotting to wife, divorced wife, or child, and at least \$15 a month if you are not allotting to wife, divorced wife, or child.

A MEMBER. The yeowomen—if they make an allotment to parents, will the Government add to that?

Judge MACK. Certainly. I said this morning that they are going to be treated exactly as men would be treated under the same circumstances. Now, if a man makes an allotment to his parents and that allotment is less than he has been habitually contributing, the Government will add to the extent of \$10 to one parent and \$20 to two parents and \$5 to each additional.

Judge MACK (reading):

If one-half of your pay is not allotted, regulations by the Secretary of War or Secretary of the Navy may require that any portion of such pay as is not allotted shall be deposited with interest thereon.

Family allowances according to the amounts in which they may be paid by the United States to your wife or child shall be compulsory allotments to them.

The monthly allowance, however, shall not exceed



The monthly allowance to a former wife divorced shall be payable out of the difference, if any, between the monthly family allowance to a wife and children and the sum of \$50.

For a wife living separate and apart, under court order or written agreement, or to a former wife divorced, the monthly allowance together with the allotment, if any, shall not exceed the amounts specified in the court order, decree, or written agreement to be paid to her.

For an illegitimate child to whose support the father has been judicially ordered or decreed to contribute, it shall not exceed the amount fixed in the order or decree.

**NOTE.**—The amounts of the allowances to others than wife, divorced wife, and child will be paid only if they are actually dependent upon you and, added to the allotment, shall not exceed the average sum habitually contributed by you to their support monthly during the period of dependency but not exceeding a year immediately preceding your enlistment or October 6, 1917.

If any allowance is paid to wife, child, or divorced wife, the total allowance to be paid to the other stated dependents shall not exceed the difference between the total allowance paid to wife, child, and divorced wife and the sum of \$50.

That means that \$50 is the most that the Government will pay under any circumstances:

After you have that compulsory allotment part filled in, then the voluntary allotment, and the relationship to the man, whether it is his father, mother, sister, or brother, whoever it may be, you will read, "Upon the basis of the foregoing information, which I hereby certify to be correct, I hereby apply for allowances for the following persons." Here he inserts the names of the persons for whom he wants the allowance—wife, children, divorced wife, father, mother, brother, sister, or grandchild.

**A MEMBER.** May I ask one question: What are you going to do when you can not reckon what the average contribution was?

**Judge MACK.** You should reckon the best you can. Suppose a man has an old mother living in his household. He did not give her cash. He keeps it in the family. What is that board and living worth? He must make an honest determination of what that is worth.

**A MEMBER.** Just what we think would be the amount that it would cost. There is no criterion to decide by.

**Judge MACK.** I can't give you any. I don't know of any.

**A MEMBER.** If a man gets \$100 a month, now, he will have to allot \$25?

**Judge MACK.** He may have to allot \$50.

**A MEMBER.** To wife and children?

**Judge MACK.** That is all.

**A MEMBER.** He doesn't have to allot \$45, just \$25, to a wife and one child?

**Judge MACK.** Quite right.

**A MEMBER.** Then his wife would get a check for \$50. Now, he has got a mother and grandmother, and he has got \$15 to pay if he wants to give each one \$25, and he puts that down here. That being the case, the Government would not add anything?

**Judge MACK.** It will add to that if he has been giving them more than \$25 before.

**A MEMBER.** He only gave them \$10.

**Judge MACK.** Then the Government would not add anything.

**A MEMBER.** The War Insurance Bureau will send that allotment to grandparents, will they?

**Judge MACK.** Yes.

A MEMBER. The reason I asked that is because the various departments do that now.

Judge MACK. That is a matter that is going to be recommended.

A MEMBER. Then the allotment is made through this bureau.

Judge MACK. He makes it on this blank. They will attend to how they send out the checks. The commanding officer need not bother about that.

A MEMBER. On the allotment formerly in use regulations formerly required that they be witnessed by the company commander.

Judge MACK. Yes.

A MEMBER. Now, these can be witnessed by anybody. Do I understand rightly?

Director DE LANOY. They should be witnessed by the company commander.

A MEMBER. What will become of the allotments that are now in force?

Judge MACK. Well, the allotments that are now in force will be subordinated to those that are made in this blank, and if a man wants this to take the place of it, all he needs to do is to revoke the allotment now in force. Any man can revoke allotments that he has made. Now, if he wants both of them to be kept up they can be. If he wants to revoke them, he can.

A MEMBER. I would like to ask a question. There has been something said about officers making allotments. That is not covered under this bill.

Judge MACK. That has nothing to do with this bill. Another law provides that they may make allotments, but that has nothing to do with this bill.

A MEMBER. In the right-hand corner is a place for approval by the War Department. Now, if these forms go out to different branches of the Navy they may think it doesn't apply to them.

Judge MACK. That will be changed to War and Navy Departments.

A MEMBER. If I may ask a question about this allotment: Suppose a man is getting \$50 a month and has a wife. He is entitled to allot \$15 or \$20 in his case. Suppose he has a voluntary allotment now in force under which he is liable to \$40 to his wife. That allotment automatically stops under this legislation.

Judge MACK. Not unless he revokes it. The \$15, \$20, or \$25 would be assumed to be part of the \$40.

A MEMBER. Then if he fills this out and puts \$40 down here she gets the allowance just the same?

Judge MACK. Yes, she gets the allowance anyway; he asks for it.

A MEMBER. He does not have to make two allotments?

Judge MACK. He doesn't make the allotments. That is compulsory. If he wants to make an additional allotment, let him put his wife's name down again.

A MEMBER. The present allotment will stop?

Judge MACK. Yes.

A MEMBER. Mr. De Lanoy said this morning that the old allotment would be fused with the new. He allotted \$20 to his wife and now under the bill she would receive \$15 half pay.

Judge MACK. Yes, that is true; if you had heretofore allotted \$20 and fill out this form, your compulsory allotment would be taken as part of that \$20, if you say \$20 is the total that you want to allot. The way to do it is this: If he has a wife and no child, his compulsory allotment is \$15. Now, in the space for additional voluntary allotments he will put his wife down for \$5—that makes \$20 in all out of his pay.

A MEMBER. And no other action on the part of the soldier necessary?

Judge MACK. No. He says, "I make this allotment in addition to the compulsory allotment," if any. He need not as to his wife and children fill out the habitual contribution column. That is only as to other dependents. But if he wants his wife to get more than the \$15 that he is compelled to allot, then he fills in this amount for the additional allotment that he wants to make.

#### INSURANCE APPLICATION FORM.

This question has been raised: If a man takes out his insurance now, he has to pay for October; if he waits until the 2d of November, he does not have to pay for October. That is true; but it evens itself up in the long run. If a man wants to take the chance of being killed any day, he can do so.

A MEMBER. If he takes it out now, he is only charged for the proportion, isn't he?

Director DE LANOY. He will have to pay for the full month.

Judge MACK. But insurance is due from the moment you take it out. Suppose a man takes it out to-day. The only difference is that instead of getting 30 days credit he gets 15 days. He does not have to pay any more. That carries him not only for the half month already passed but the half month in the future. While he pays at the end of the calendar month, he is paying in the middle of his insurance month. He will never have to pay more than the amount for that month, because the insurance goes from month to month. His premium advances at the thirteenth monthly payment.

A MEMBER. While we are talking insurance, will you tell us about the beneficiary on this application. Suppose a man puts in his wife and his children. In case of the death of his wife and at the same time his, or following his own death, how would it go? Suppose the wife and child are both alive; does it go to one or both?

Judge MACK. I ought to have told you this. Now, you see, there is room there for three, four, or five different names and the amount of insurance that you want each of them to get. Now, suppose you want your wife to get it all. Suppose you have children. You really need not say anything about your children if you want your wife to get it all at first, because if you were to die your children are your heirs; they are the first people to come in after your wife. Suppose you want your wife to get half and the children half; put down your wife for \$5,000 and your children for the other \$5,000, and then two policies would be issued, one to the wife and one to the children, jointly, and to the survivor of them.

A MEMBER. Suppose you wanted it all to go to the widow, if she is alive, and in the event of her death to your brother?

Judge MACK. Would your brother be your natural heir, or would he not?



A MEMBER. No; he might or he might not, in accordance with other relatives.

Judge MACK. After your children come your brothers and sisters, according to the law of some States.

A MEMBER. You can have three or four brothers and sisters alive, but want one to get it.

Judge MACK. You could put him in as a contingent beneficiary if you want to.

A MEMBER. That is just what I did do.

ANOTHER MEMBER. You stated that the wife would get the policy. Would the policy be sent to the beneficiary or to the insured—the policy itself?

Judge MACK. It will be sent to the man unless he names someone else.

A MEMBER. A little while ago you stated that in the case of death of the soldier and there were no heirs in the two classes A and B the insurance reverted to the Government. Is that correct?

Judge MACK. Well, I didn't put it quite that way. I don't know just what you mean by A and B.

A MEMBER. The beneficiary named in the policy.

Judge MACK. Yes; in case there was no beneficiary who came within that class.

A MEMBER. Then, how would you interpret this part of section 402, "If no such person survive the insured, then there shall be paid to the estate of the insured an amount equal to the reserve value"?

Judge MACK. I will explain that. I explained that this forenoon. I explained it in this way: That after a man converts his policy, the kind of policy he gets has a reserve value, and I explained that there would be paid to the estate of the man, even if he left nobody within the class, the amount for which he could have sold it to the Government the day before he died, and that is the reserve value or surrender value. This is the amount which I explained this morning the Government saves up for him. That is the reserve value. In the term insurance there is no reserve value; in the convertible there is. Now, if he dies and leaves nobody entitled to his insurance, his estate will get that reserve value and the rest will not be paid.

A MEMBER. I want to ask: There are two limits that have been specified, two compulsory limits—one is not less than \$15 and the other is not more than half your pay. Now, won't that be covered largely by the number of dependents?

Judge MACK. Altogether by the number of dependents; because the allotment is equal to what the Government gives subject to these two limitations. Now, suppose the Government gives \$32.50 to a wife and two children. That means the allotment must be \$32.50. But there are two limits. It can't be less than \$15. But it can't be more than half his pay. So that if he gets \$40 pay he must allot \$20.

A MEMBER. Then a man, if he has a wife who wants an allotment of \$15 from the Government, only has to put up \$15, irrespective of the requirements?

Judge MACK. There is no other requirement. The requirement, subject to these limitations, is that he put up what the Govern-



ment allows. The Government puts up \$15 and he puts up \$15. Take the case of a \$30 private who has one child, no wife. The Government puts up \$5. What must he put up? He must put up at least \$15 and at most \$15. He equals the Government allowance but with a minimum of \$15. And even if he had \$50 pay he would have to put up only \$15 and the Government \$5 for that one child; but he could voluntarily allot more.

A MEMBER. In the case of an allotment of a man who has no wife or children, but has another to whom he wishes to send a sum of money, what is necessary to be done?

Judge MACK. Then he makes a voluntary allotment and he doesn't ask for any allowance. He wouldn't get it, anyway, except for a member of class B.

A MEMBER. Should the Secretary of War or Secretary of the Navy provide regulations for compulsory deposits in an outside fund, would it have to be refunded in monthly payments by the Government?

Judge MACK. No; there is no basis for that.

A MEMBER. I want to present the following resolution:

We, the members of this conference, express our deepest appreciation of the efforts and kindness of the officials and their associates who have so patiently presented, explained, and discussed the various matters pertaining to this conference.

We present that as a slight testimony of our appreciation of your efforts.

Judge MACK. Now, gentlemen, on behalf of my associates as well as myself, of course, I acknowledge your expression and I want to repeat what I think I said—if I did not say it, I ought to have said it at the outset of my remarks on Tuesday—that I can never be thankful enough for the real privilege that came my way in having been given this sort of an opportunity, an opportunity that accords so fully with my personal wishes. If I had been asked to choose the sort of war service that I should like to perform, it would have been just this sort of service. No man deserves, no man wants thanks for what he is doing in connection with this war. Each one of us is endeavoring to do the best he can, ought to be endeavoring to do the best he can in whatever field he has been called or has volunteered or has been drafted into the service of his country. We are all fellow workers for the same cause. One is doing one thing, the other is doing the other. Our end and object is the same—to make our side prevail, in order that civilization may be bettered, in order that the opportunity for every man on the face of the earth may be increased, in order that democracy may prevail. And the full spirit of democracy at home would never prevail if the whole people failed to give at least a reasonable measure of justice to each one within his sphere. This act is intended, as I said at the outset, to grant that reasonable measure of justice to those of you who are going to encounter the risks that you are facing, that you will face on behalf of your fellow citizens and on behalf of the world. It has been a very great pleasure to me, a tremendous inspiration for me to be able to be with you, and I am sure that I shall be excused for departing from my official duties on the bench, the position in which

I am appointed primarily to serve my fellow citizens, in order that I might be able to help along in the understanding and in the administration of this particular act.

I express to you thanks on behalf of the Treasury Department, although I am not authorized to speak for it. I have nothing to do with the Treasury Department, except as a volunteer. I wish, on behalf of your fellow citizens generally, to express to you their thanks for the work that you are going to do for your fellows in the Army and the Navy as the result of the information that you will take with you from these three days of conference here.

I trust that the whole proceedings have been mutually helpful and mutually stimulating. I know that from our side they have been greatly so.

Director DE LANOY. Now, as far as the director is concerned, the big task is ahead of him. I want you to feel that you can come to me personally or by letter. I stand here, and will continue to do so, with an open mind. I want all the suggestions, all the help, you can give me. Please be patient. I will do my best.







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[PUBLIC—No. 90—65TH CONGRESS.]

[H. R. 5723.]

An Act To amend an Act entitled "An Act to authorize the establishment of a Bureau of War Risk Insurance in the Treasury Department," approved September second, nineteen hundred and fourteen, and for other purposes.

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,* That the first section of the Act entitled "An Act to authorize the establishment of a Bureau of War Risk Insurance in the Treasury Department," approved September second, nineteen hundred and fourteen, as amended, is hereby amended to read as follows:

"ARTICLE I.

"SECTION 1. That there is established in the Treasury Department a Bureau to be known as the Bureau of War Risk Insurance, the director of which shall receive a salary at the rate of \$5,000 per annum.

"That there be in such bureau a Division of Marine and Seamen's Insurance and a Division of Military and Naval Insurance in charge of a commissioner of Marine and Seamen's Insurance and a commissioner of Military and Naval Insurance, respectively, each of whom shall receive a salary of \$4,000 per annum."

SEC. 2. That such Act of September second, nineteen hundred and fourteen, as amended, is hereby amended by adding new sections, as follows:

"SEC. 12. That sections two to seven, inclusive, and section nine, shall be construed to refer only to the Division of Marine and Seamen's Insurance.

"SEC. 13. That the director, subject to the general direction of the Secretary of the Treasury, shall administer, execute, and enforce the provisions of this Act, and for that purpose have full power and authority to make rules and regulations, not inconsistent with the provisions of this Act, necessary or appropriate to carry out its purposes, and shall decide all questions arising under the Act, except as otherwise provided in sections five and four hundred and five. Wherever under any provision or provisions of the Act regulations are directed or authorized to be made, such regulations, unless the context otherwise requires, shall or may be made by the director, subject to the general direction of the Secretary of the Treasury. The director shall adopt reasonable and proper rules to govern the procedure of the divisions, to regulate the matter of the compensation, if any, but in no case to exceed ten per centum, to be paid to claim agents and attorneys for services in connection with any of the matters provided for in articles two, three, and four, and to regulate and provide for the nature and extent of the proofs and evidence and the method of taking and furnishing the same in order to establish the right to benefits of allowance, allotment, compensation, or insurance provided for in this Act, the forms of application of those claiming to be enti-

tled to such benefits, the method of making investigations and medical examinations, and the manner and form of adjudications and awards.

"SEC. 14. That the bureau and its divisions shall have such deputies, assistants, actuaries, clerks, and other employees as may be from time to time provided by Congress. The bureau shall, by arrangement with the Secretary of War and the Secretary of the Navy, respectively, make use of the services of surgeons in the Army and Navy. The Secretary of the Treasury is authorized to establish an advisory board consisting of three members skilled in the practice of insurance against death or disability for the purpose of assisting the Division of Military and Naval Insurance in fixing premium rates and in the adjustment of claims for losses under the contracts of insurance provided for in article four and in adjusting claims for compensation under article three; compensation for the persons so appointed to be determined by the Secretary of the Treasury, but not to exceed \$20 a day each while actually employed.

"SEC. 15. That for the purposes of this Act, the director, commissioners, and deputy commissioners shall have power to issue subpoenas for and compel the attendance of witnesses within a radius of one hundred miles, to require the production of books, papers, documents, and other evidence, to administer oaths and to examine witnesses upon any matter within the jurisdiction of the bureau. The director may obtain such information and such reports from officials and employees of the departments of the Government of the United States and of the States as may be agreed upon by the heads of the respective departments. In case of disobedience to a subpoena, the bureau may invoke the aid of any district court of the United States in requiring the attendance and testimony of witnesses and the production of documentary evidence, and such court, within the jurisdiction of which the inquiry is carried on, may, in case of contumacy or refusal to obey a subpoena issued to any officer, agent, or employee of any corporation or other person, issue an order requiring such corporation or other person to appear before the bureau, or to give evidence touching the matter in question; and any failure to obey such order of the court may be punished by such court as a contempt thereof. Any person so required to attend as a witness shall be allowed and paid the same fees and mileage as are paid witnesses in the district courts of the United States.

"SEC. 16. That the director shall submit annually to the Secretary of the Treasury estimates of the appropriations necessary for the work of the bureau.

"SEC. 17. That for the purpose of carrying out the provisions of this Act there is hereby appropriated, out of any moneys in the Treasury not otherwise appropriated, the sum of \$100,000, for the payment of all expenses incident to the work authorized under this Act, including salaries of the director and commissioners and of such deputies, assistants, accountants, experts, clerks, and other employees in the District of Columbia or elsewhere, as the Secretary of the Treasury may deem necessary, traveling expenses, rent and equipment of offices, typewriters and exchange of same, purchase of law books and books of reference, printing and binding to be done at the Government Printing Office, and all other necessary expenses.



With the exception of the director, the commissioners, and such special experts as the Secretary of the Treasury may from time to time find necessary for the conduct of the work of the bureau, all employees of the bureau shall be appointed from lists of eligibles to be supplied by the Civil Service Commission and in accordance with the civil-service law. Such fees, allowances, and salaries shall be the same as are paid for similar services in other departments of the Government.

"SEC. 18. That there is hereby appropriated from any money in the Treasury not otherwise appropriated, the sum of \$141,000,000, to be known as the military and naval family allowance appropriation, for the payment of the family allowances provided by Article II. Payments out of this appropriation shall be made upon and in accordance with awards by the Commissioner of the Division of Military and Naval Insurance.

"SEC. 19. That there is hereby appropriated, from any money in the Treasury not otherwise appropriated, the sum of \$12,150,000, to be known as the military and naval compensation appropriation, for the payment of the compensation, funeral expenses, services, and supplies provided by Article III. Payments out of this appropriation shall be made upon and in accordance with awards by the director.

"SEC. 20. That there is hereby appropriated, from any money in the Treasury not otherwise appropriated, the sum of \$23,000,000, to be known as the military and naval insurance appropriation. All premiums that may be collected for the insurance provided by the provisions of Article IV shall be deposited and covered into the Treasury to the credit of this appropriation.

"Such sum, including all premium payments, is hereby made available for the payment of the liabilities of the United States incurred under contracts of insurance made under the provisions of Article IV. Payments from this appropriation shall be made upon and in accordance with awards by the director.

"SEC. 21. That there shall be set aside as a separate fund in the Treasury, to be known as the military and naval pay deposit fund, all sums held out of pay as provided by section two hundred and three of this Act. Such fund, including all additions, is hereby made available for the payment of the sums so held and deposited, with interest, as provided in section two hundred and three, and the amount necessary to pay interest is hereby appropriated.

"SEC. 22. That for the purpose of this amendatory Act the marriage of the claimant to the person on account of whom the claim is made shall be shown—

"(1) By a duly verified copy of a public or church record; or

"(2) By the affidavit of the clergyman or magistrate who officiated; or

"(3) By the testimony of two or more eyewitnesses to the ceremony; or

"(4) By a duly verified copy of the church record of baptism of the children; or

"(5) By the testimony of two or more witnesses who know that the parties lived together as husband and wife, and were recognized as such, and who shall state how long, within their knowledge, such relation continued: *Provided*, That marriages, except such as are mentioned in section forty-seven hundred and five of the Revised Statutes, shall



be proven in compensation or insurance cases to be legal marriages according to the law of the place where the parties resided at the time of marriage or at the time when the right to compensation or insurance accrued; and the open and notorious illicit cohabitation of a widow who is a claimant shall operate to terminate her right to compensation or insurance from the commencement of such cohabitation: *Provided further*, That for the purpose of the administration of Article II of this Act marriage shall be conclusively presumed, in the absence of proof, that there is a legal spouse living, if the man and woman have lived together in the openly acknowledged relation of husband and wife during the two years immediately preceding the date of the declaration of war, or the date of enlistment or of entrance into or employment in active service in the military or naval forces of the United States if subsequent to such declaration."

In Articles II, III, and IV of this Act unless the context otherwise requires—

"(1) The term 'child' includes—

"(a) A legitimate child.

"(b) A child legally adopted more than six months before the enactment of this amendatory Act or before enlistment or entrance into or employment in active service in the military or naval forces of the United States, whichever of these dates is the later.

"(c) A stepchild, if a member of the man's household.

"(d) An illegitimate child, but, as to the father, only, if acknowledged by instrument in writing signed by him, or if he has been judicially ordered or decreed to contribute to such child's support, and if such child, if born after December thirty-first, nineteen hundred and seventeen, shall have been born in the United States, or in its insular possessions.

"(2) The term 'grandchild' means a child as above defined of a child as above defined.

"(3) Except as used in section four hundred and one and in section four hundred and two the terms 'child' and 'grandchild' are limited to unmarried persons either (a) under eighteen years of age, or (b) of any age, if insane, idiotic, or otherwise permanently helpless.

"(4) The term 'parent' includes a father, mother, grandfather, grandmother, stepfather, and stepmother, either of the person in the service or of the spouse.

"(5) The terms 'brother' and 'sister' include brothers and sisters of the half blood as well as those of the whole blood, stepbrothers and stepsisters, and brothers and sisters through adoption.

"(6) The term 'commissioned officer' includes a warrant officer, but includes only an officer in active service in the military or naval forces of the United States.

"(7) The terms 'man' and 'enlisted man' mean a person, whether male or female, and whether enlisted, enrolled, or drafted into active service in the military or naval forces of the United States, and include noncommissioned and petty officers, and members of training camps authorized by law.

"(8) The term 'enlistment' includes voluntary enlistment, draft, and enrollment in active service in the military or naval forces of the United States.

"(9) The term 'commissioner' means the Commissioner of Military and Naval Insurance.

"(10) The term 'injury' includes disease.

"(11) The term 'pay' means the pay for service in the United States according to grade and length of service, excluding all allowances.

"(12) The term 'military or naval forces' means the Army, the Navy, the Marine Corps, the Coast Guard, the Naval Reserves, the National Naval Volunteers, and any other branch of the United States service while serving pursuant to law with the Army or the Navy.

"SEC. 23. That when, by the terms of this amendatory Act, any payment is to be made to a minor, other than a person in the military or naval forces of the United States, or to a person mentally incompetent, such payment shall be made to the person who is constituted guardian or curator by the laws of the State or residence of claimant, or is otherwise legally vested with responsibility or care of the claimant.

"SEC. 24. That the Bureau of War Risk Insurance, so far as practicable, shall upon request furnish information to and act for persons in the military or naval service, with respect to any contracts of insurance whether with the Government or otherwise, as may be prescribed by regulations. Said bureau may upon request procure from and keep a record of the amount and kind of insurance held by every commissioned and appointive officer and of every enlisted man in the military or naval service of the United States, including the name and principal place of business of the company, society, or organization in which such insurance is held, the date of the policy, amount of premium, name and relationship of the beneficiary, and such other data as may be deemed of service in protecting the interests of the insured and beneficiaries.

"SEC. 25. That whoever in any claim for family allowance, compensation, or insurance, or in any document required by this Act or by regulation made under this Act, makes any statement of a material fact knowing it to be false, shall be guilty of perjury and shall be punished by a fine of not more than \$5,000, or by imprisonment for not more than two years, or both.

"SEC. 26. That if any person entitled to payment of family allowance or compensation under this Act, whose right to such payment under this Act ceases upon the happening of any contingency, thereafter fraudulently accepts any such payment, he shall be punished by a fine of not more than \$2,000, or by imprisonment for not more than one year, or both."

## ARTICLE II.

### ALLOTMENTS AND FAMILY ALLOWANCES.

SEC. 200. That the provisions of this article shall apply to all enlisted men in the military or naval forces of the United States.

SEC. 201. That allotment of pay shall, subject to the conditions, limitations, and exceptions hereinafter specified, be compulsory as to wife, a former wife divorced who has not remarried and to whom alimony has been decreed, and a child, and voluntary as to any other person; but on the written consent of the wife or former wife divorced, supported by evidence satisfactory to the bureau of her ability to

support herself and the children in her custody, the allotment for her and for such children may be waived; and on the enlisted man's application or otherwise for good cause shown, exemption from the allotment may be granted upon such conditions as may be prescribed by regulations.

The monthly compulsory allotment shall be in an amount equal to the family allowance hereinafter specified except that it shall not be more than one-half the pay, or less than \$15; but for a wife living separate and apart under court order or written agreement or for a former wife divorced, it shall not exceed the amount specified in the court order, decree, or written agreement to be paid to her. For an illegitimate child, to whose support the father has been judicially ordered or decreed to contribute, it shall not exceed the amount fixed in the order or decree.

If there be an allotment for a wife or child, a former wife divorced and who has not remarried shall be entitled to a compulsory allotment only out of the difference, if any, between the allotment for the wife or child or both and one-half of the pay.

SEC. 202. That the enlisted man may allot any proportion or proportions or any fixed amount or amounts of his monthly pay or of the proportion thereof remaining after the compulsory allotment, for such purposes and for the benefit of such person or persons as he may direct, subject, however, to such conditions and limitations as may be prescribed under regulations to be made by the Secretary of War and the Secretary of the Navy, respectively.

SEC. 203. That in case one-half of an enlisted man's monthly pay is not allotted, regulations to be made by the secretary of War and the Secretary of the Navy, respectively, may require, under such circumstances and conditions as may be prescribed in such regulations, that any proportion of such one-half pay as is not allotted shall be deposited to his credit, to be held during such period of his service as may be prescribed. Such deposits shall bear interest at the rate of four per centum per annum, with semiannual rests and, when payable, shall be paid principal and interest to the enlisted man, if living, otherwise to any beneficiary or beneficiaries he may have designated, or if there be no such beneficiary, then to the person or persons who would under the laws of the State of his residence be entitled to his personal property in case of intestacy.

SEC. 204. That a family allowance of not exceeding \$50 per month shall be granted and paid by the United States upon written application to the bureau by such enlisted man or by or on behalf of any prospective beneficiary, in accordance with and subject to the conditions, limitations, and exceptions hereinafter specified.

The family allowance shall be paid from the time of enlistment to death in or one month after discharge from the service, but not for more than one month after the termination of the present war emergency. No family allowance shall be made for any period preceding November first, nineteen hundred and seventeen. The payment shall be subject to such regulations as may be prescribed relative to cases of desertion and imprisonment and of missing men.

Subject to the conditions, limitations, and exceptions hereinabove and hereinafter specified, the family allowance payable per month shall be as follows:



Class A. In the case of a man, to his wife (including a former wife divorced) and to his child or children:

- (a) If there be a wife but no child, \$15.
- (b) If there be a wife and one child, \$25.
- (c) If there be a wife and two children, \$32.50, with \$5 per month additional for each additional child.
- (d) If there be no wife, but one child, \$5.
- (e) If there be no wife, but two children, \$12.50.
- (f) If there be no wife, but three children, \$20.
- (g) If there be no wife, but four children, \$30, with \$5 per month additional for each additional child.

Class B. In the case of a man or woman, to a grandchild, a parent, brother, or sister:

- (a) If there be one parent, \$10.
  - (b) If there be two parents, \$20.
  - (c) For each grandchild, brother, sister, and additional parent, \$5.
- In the case of a woman, to a child or children:
- (d) If there be one child, \$5.
  - (e) If there be two children, \$12.50.
  - (f) If there be three children, \$20.
  - (g) If there be four children, \$30, with \$5 per month additional for each additional child.

SEC. 205. That family allowances for members of Class A shall be paid only if and while a compulsory allotment is made to a member or members of such class. The monthly family allowance to a former wife divorced shall be payable only out of the difference, if any, between the monthly family allowance to the other members of Class A and the sum of \$50, and only then if alimony shall have been decreed to her. For a wife living separate and apart under court order or written agreement or to a former wife divorced the monthly allowance, together with the allotment, if any, shall not exceed the amount specified in the court order, decree, or written agreement to be paid to her. For an illegitimate child, to whose support the father has been judicially ordered or decreed to contribute, it shall not exceed the amount fixed in the order or decree.

SEC. 206. That family allowances to members of Class B shall be granted only if and while the member is dependent in whole or in part on the enlisted man, and then only if and while the enlisted man makes a monthly allotment of his pay for such member or members equal to the amount of the monthly family allowance as hereinabove specified, except that—

(a) The maximum monthly allotment so required to be made to members of Class B shall be one-half of his pay.

(b) If he is making no allotment to a member of Class A, the minimum monthly allotment so designated to be made to members of Class B shall be \$15 per month.

(c) If he is making the compulsory allotment to a member of Class A, the minimum monthly allotment so designated to be made to members of Class B shall be one-seventh of his pay, but not less than \$5 per month.

On the enlisted man's application, or otherwise for good cause shown, exemption from this additional allotment under Class B as a condition to the allowance may be granted, upon such conditions as may be prescribed by regulations.



SEC. 207. That the amount of the family allowance to members of Class B shall be subject to each of the following limitations:

(a) If an allowance is paid to one or more beneficiaries of Class A, the total allowance to be paid to the beneficiaries of Class B shall not exceed the difference between the allowance paid to the beneficiaries of Class A and the sum of \$50.

(b) The total monthly allowance to beneficiaries of Class B added to the enlisted man's monthly allotment to them shall not exceed the average sum habitually contributed by him to their support monthly during the period of dependency but not exceeding a year immediately preceding his enlistment or the enactment of this amendatory Act.

SEC. 208. That as between the members of Class A and as between the members of Class B, the amount of the allotment and family allowance shall be apportioned as may be prescribed by regulations.

SEC. 209. The War and Navy Departments, respectively, shall pay over to the Treasury Department monthly the entire amount of such allotments for distribution to the beneficiaries, and the allotments and family allowances shall be paid by the bureau to or for the beneficiaries.

SEC. 210. That upon receipt of any application for family allowance the commissioner shall make all proper investigations and shall make an award, on the basis of which award the amount of the allotments to be made by the man shall be certified to the War Department or Navy Department, as may be proper. Whenever the commissioner shall have reason to believe that an allowance has been improperly made or that the conditions have changed, he shall investigate or reinvestigate and may modify the award. The amount of each monthly allotment and allowance shall be determined according to the conditions then existing.

### ARTICLE III.

#### COMPENSATION FOR DEATH OR DISABILITY.

SEC. 300. That for death or disability resulting from personal injury suffered or disease contracted in the line of duty, by any commissioned officer or enlisted man or by any member of the Army Nurse Corps (female) or of the Navy Nurse Corps (female) when employed in the active service under the War Department or Navy Department, the United States shall pay compensation as hereinafter provided; but no compensation shall be paid if the injury or disease has been caused by his own willful misconduct.

SEC. 301. That if death results from injury—

If the deceased leaves a widow or child, or if he leaves a widowed mother dependent upon him for support, the monthly compensation shall be the following amounts:

- (a) For a widow alone, \$25.
- (b) For a widow and one child, \$35.
- (c) For a widow and two children, \$47.50, with \$5 for each additional child up to two.
- (d) If there be no widow, then for one child, \$20.
- (e) For two children, \$30.

(f) For three children, \$40, with \$5 for each additional child up to two.

(g) For a widowed mother, \$20. The amount payable under this subdivision shall not be greater than a sum which, when added to the total amount payable to the widow and children, does not exceed \$75. This compensation shall be payable for the death of but one child, and no compensation for the death of a child shall be payable if such widowed mother is in receipt of compensation under the provisions of this article for the death of her husband. Such compensation shall be payable whether her widowhood arises before or after the death of the person and whenever her condition is such that if the person were living the widowed mother would have been dependent upon him for support.

If the death occur before discharge or resignation from service, the United States shall pay for burial expenses and the return of body to his home a sum not to exceed \$100, as may be fixed by regulations.

The payment of compensation to a widow or widowed mother shall continue until her death or remarriage.

The payment of compensation to or for a child shall continue until such child reaches the age of eighteen years or marries, or if such child be incapable, because of insanity, idiocy, or being otherwise permanently helpless, then during such incapacity.

Whenever the compensation payable to or for the benefit of any person under the provisions of this section is terminated by the happening of the contingency upon which it is limited, the compensation thereafter for the remaining beneficiary or beneficiaries, if any, shall be the amount which would have been payable to them if they had been the sole original beneficiaries.

As between the widow and the children not in her custody, and as between children, the amount of the compensation shall be apportioned as may be prescribed by regulations. The word "widow" as used in this section shall not include one who shall have married the deceased later than ten years after the time of injury.

SEC. 302. That if disability results from the injury—

(1) If and while the disability is total, the monthly compensation shall be the following amounts:

(a) If he has neither wife nor child living, \$30.

(b) If he has a wife but no child living, \$45.

(c) If he has a wife and one child living, \$55.

(d) If he has a wife and two children living, \$65.

(e) If he has a wife and three or more children living, \$75.

(f) If he has no wife but one child living, \$40, with \$10 for each additional child up to two.

(g) If he has a widowed mother dependent on him for support, then, in addition to the above amounts, \$10.

To an injured person who is totally disabled and in addition so helpless as to be in constant need of a nurse or attendant, such additional sum shall be paid, but not exceeding \$20 per month, as the director may deem reasonable: *Provided, however,* That for the loss of both feet or both hands or both eyes, or for becoming totally blind or helpless and permanently bedridden from causes occurring in the line of duty in the service of the United States, the rate of compensation shall be \$100 per month: *Provided further,* That no allowance shall be made for nurse or attendant.

(2) If and while the disability is partial, the monthly compensation shall be a percentage of the compensation that would be payable for his total disability, equal to the degree of the reduction in earning capacity resulting from the disability, but no compensation shall be payable for a reduction in earning capacity rated at less than ten per centum.

A schedule of ratings of reductions in earning capacity from specific injuries or combinations of injuries of a permanent nature shall be adopted and applied by the bureau. Ratings may be as high as one hundred per centum. The ratings shall be based, as far as practicable, upon the average impairments of earning capacity resulting from such injuries in civil occupations and not upon the impairment in earning capacity in each individual case, so that there shall be no reduction in the rate of compensation for individual success in overcoming the handicap of a permanent injury. The bureau shall from time to time readjust this schedule of ratings in accordance with actual experience.

(3) In addition to the compensation above provided, the injured person shall be furnished by the United States such reasonable governmental medical, surgical, and hospital services and with such supplies, including artificial limbs, trusses, and similar appliances, as the director may determine to be useful and reasonably necessary: *Provided*, That nothing in this Act shall be construed to affect the necessary military control over any member of the military or naval establishments before he shall have been discharged from the military or naval service.

(4) The amount of each monthly payment shall be determined according to the family conditions then existing.

Sec. 303. That every person applying for or in receipt of compensation for disability under the provisions of this article shall, as frequently and at such times and places as may be reasonably required, submit himself to examination by a medical officer of the United States or by a duly qualified physician designated or approved by the director. He may have a duly qualified physician designated and paid by him present to participate in such examination. For all examinations he shall, in the discretion of the director, be paid his reasonable traveling and other expenses and also loss of wages incurred in order to submit to such examination. If he refuses to submit himself for, or in any way obstructs, any examination, his right to claim compensation under this article shall be suspended until such refusal or obstruction ceases. No compensation shall be payable while such refusal or obstruction continues, and no compensation shall be payable for the intervening period.

Every person in receipt of compensation for disability shall submit to any reasonable medical or surgical treatment furnished by the bureau whenever requested by the bureau; and the consequences of unreasonable refusal to submit to any such treatment shall not be deemed to result from the injury compensated for.

Sec. 304. That in cases of dismemberment, of injuries to sight or hearing, and of other injuries commonly causing permanent disability, the injured person shall follow such course or courses of rehabilitation, reeducation, and vocational training as the United States may provide or procure to be provided. Should such course prevent the



injured person from following a substantially gainful occupation while taking same, a form of enlistment may be required which shall bring the injured person into the military or naval service. Such enlistment shall entitle the person to full pay as during the last month of his active service, and his family to family allowances and allotment as hereinbefore provided, in lieu of all other compensation for the time being.

In case of his willful failure properly to follow such course or so to enlist, payment of compensation shall be suspended until such willful failure ceases and no compensation shall be payable for the intervening period.

SEC. 305. That upon its own motion or upon application the bureau may at any time review an award, and, in accordance with the facts found upon such review, may end, diminish, or increase the compensation previously awarded, or, if compensation has been refused or discontinued, may award compensation.

SEC. 306. That no compensation shall be payable for death or disability which does not occur prior to or within one year after discharge or resignation from the service, except that where, after a medical examination made pursuant to regulations, at the time of discharge or resignation from the service, or within such reasonable time thereafter, not exceeding one year, as may be allowed by regulations, a certificate has been obtained from the the director to the effect that the injured person at the time of his discharge or resignation was suffering from injury likely to result in death or disability, compensation shall be payable for death or disability, whenever occurring, proximately resulting from such injury.

SEC. 307. That compensation shall not be payable for death in the course of the service until the death be officially recorded in the department under which he may be serving. No compensation shall be payable for a period during which the man has been reported "missing" and a family allowance has been paid for him under the provisions of Article II.

SEC. 308. That no compensation shall be payable for death inflicted as a lawful punishment for a crime or military offense except when inflicted by the enemy. A dismissal or dishonorable or bad conduct discharge from the service shall bar and terminate all right to any compensation under the provisions of this article.

SEC. 309. That no compensation shall be payable unless a claim therefor be filed, in case of disability, within five years after discharge or resignation from the service, or, in case of death during the service, within five years after such death is officially recorded in the department under which he may be serving: *Provided, however,* That where compensation is payable for death or disability occurring after discharge or resignation from the service, claim must be made within five years after such death or the beginning of such disability.

The time herein provided may be extended by the director not to exceed one year for good cause shown. If at the time that any right accrues to any person under the provisions of this article, such person is a minor, or is of unsound mind or physically unable to make a claim, the time herein provided shall not begin to run until such disability ceases.

SEC. 310. That no compensation shall be payable for any period more than two years prior to the date of claim therefor, nor shall



increased compensation be awarded to revert back more than one year prior to the date of claim therefor.

SEC. 311. That compensation under this article shall not be assignable, and shall be exempt from attachment and execution and from all taxation.

SEC. 312. That compensation under this article shall not be paid while the person is in receipt of service or retirement pay. The laws providing for gratuities or payments in the event of death in the service and existing pension laws shall not be applicable after the enactment of this amendment to persons now in or hereafter entering the military or naval service, or to their widows, children, or their dependents, except in so far as rights under any such law shall have heretofore accrued.

Compensation because of disability or death of members of the Army Nurse Corps (female) or of the Navy Nurse Corps (female) shall be in lieu of any compensation for such disability or death under the Act entitled "An Act to provide compensation for employees of the United States suffering injuries while in the performance of their duties, and for other purposes," approved September seventh, nineteen hundred and sixteen.

SEC. 313. That if an injury or death for which compensation is payable under this amendatory Act is caused under circumstances creating a legal liability upon some person other than the United States or the enemy to pay damages therefor, the director, as a condition to payment of compensation by the United States, shall require the beneficiary to assign to the United States any right of action he may have to enforce such liability of such other person or any right which he may have to share in any money or other property received in satisfaction of such liability of such other person. The cause of action so assigned to the United States may be prosecuted or compromised by the director and any money realized thereon shall be placed to the credit of the compensation fund.

SEC. 314. That from and after the passage of this Act the rate of pension for a widow of an officer or enlisted man of the Army, Navy, or Marine Corps of the United States who served in the Civil War, the War with Spain, or the Philippine Insurrection, now on the pension roll or hereafter to be placed on the pension roll, and entitled to receive a less rate than hereinafter provided, shall be \$25 per month; and nothing herein shall be construed to affect the additional allowance provided by existing pension laws on account of a helpless child or child under sixteen years of age: *Provided, however,* That this Act shall not be so construed as to reduce any pension under any Act, public or private: *And provided further,* That the provisions of this section shall be administered, executed, and enforced by the Commissioner of Pensions.

#### ARTICLE IV.

##### INSURANCE.

SEC. 400. That in order to give to every commissioned officer and enlisted man and to every member of the Army Nurse Corps (female) and of the Navy Nurse Corps (female) when employed in active service under the War Department or Navy Department greater

protection for themselves and their dependents than is provided in Article III, the United States, upon application to the bureau and without medical examination, shall grant insurance against the death or total permanent disability of any such person in any multiple of \$500, and not less than \$1,000 or more than \$10,000, upon the payment of the premiums as hereinafter provided.

SEC. 401. That such insurance must be applied for within one hundred and twenty days after enlistment or after entrance into or employment in the active service and before discharge or resignation, except that those persons who are in the active war service at the time of the publication of the terms and conditions of such contract of insurance may apply at any time within one hundred and twenty days thereafter and while in such service. Any person in the active service on or after the sixth day of April, nineteen hundred and seventeen, who, while in such service and before the expiration of one hundred and twenty days from and after such publication, becomes or has become totally and permanently disabled or dies, or has died, without having applied for insurance, shall be deemed to have applied for and to have been granted insurance, payable to such person during his life in monthly installments of \$25 each. If he shall die either before he shall have received any of such monthly installments or before he shall have received two hundred and forty of such monthly installments, then \$25 per month shall be paid to his wife from the time of his death and during her widowhood, or to his child, or widowed mother if and while they survive him: *Provided, however,* That not more than two hundred and forty of such monthly installments, including those received by such person during his total and permanent disability, shall be so paid; and in that event the amount of the monthly installments shall be apportioned between them as may be provided by regulations.

SEC. 402. That the director, subject to the general direction of the Secretary of the Treasury, shall promptly determine upon and publish the full and exact terms and conditions of such contract of insurance. The insurance shall not be assignable, and shall not be subject to the claims of creditors of the insured or of the beneficiary. It shall be payable only to a spouse, child, grandchild, parent, brother or sister, and also during total and permanent disability to the injured person, or to any or all of them. The insurance shall be payable in two hundred and forty equal monthly installments. Provisions for maturity at certain ages, for continuous installments during the life of the insured or beneficiaries, or both, for cash, loan, paid-up and extended values, dividends from gains and savings, and such other provisions for the protection and advantage of and for alternative benefits to the insured and the beneficiaries as may be found to be reasonable and practicable, may be provided for in the contract of insurance, or from time to time by regulations. All calculations shall be based upon the American Experience Table of Mortality and interest at three and one-half per centum per annum, except that no deduction shall be made for continuous installments during the life of the insured in case his total and permanent disability continues more than two hundred and forty months. Subject to regulations, the insured shall at all times have the right to change the beneficiary or beneficiaries of such insurance without the consent of such bene-

ficiary or beneficiaries, but only within the classes herein provided. If no beneficiary within the permitted class be designated by the insured, either in his lifetime or by his last will and testament, or if the designated beneficiary does not survive the insured, the insurance shall be payable to such person or persons, within the permitted class of beneficiaries as would under the laws of the State of the residence of the insured, be entitled to his personal property in case of intestacy. If no such person survive the insured, then there shall be paid to the estate of the insured an amount equal to the reserve value, if any, of the insurance at the time of his death, calculated on the basis of the American Experience Table of Mortality and three and one-half per centum interest in full of all obligations under the contract of insurance.

SEC. 403. That the United States shall bear the expenses of administration and the excess mortality and disability cost resulting from the hazards of war. The premium rates shall be the net rates based upon the American Experience Table of Mortality and interest at three and one-half per centum per annum.

SEC. 404. That during the period of war and thereafter until converted the insurance shall be term insurance for successive terms of one year each. Not later than five years after the date of the termination of the war as declared by proclamation of the President of the United States, the term insurance shall be converted, without medical examination, into such form or forms of insurance as may be prescribed by regulations and as the insured may request. Regulations shall provide for the right to convert into ordinary life, twenty payment life, endowment maturing at age sixty-two and into other usual forms of insurance and shall prescribe the time and method of payment of the premiums thereon, but payments of premiums in advance shall not be required for periods of more than one month each and may be deducted from the pay or deposit of the insured or be otherwise made at his election.

SEC. 405. That in the event of disagreement as to a claim under the contract of insurance between the bureau and any beneficiary or beneficiaries thereunder, an action on the claim may be brought against the United States in the district court of the United States in and for the district in which such beneficiaries or any one of them resides. The court, as part of its judgment, shall determine and allow such reasonable attorney's fees, not to exceed ten per centum of the amount recovered, to be paid by the claimant on behalf of whom such proceedings are instituted to his attorney; and it shall be unlawful for the attorney or for any other person acting as claim agent or otherwise to ask for, contract for, or receive any other compensation because of such action. No other compensation or fee shall be charged or received by any person except such as may be authorized by the commissioner in regulations to be promulgated by him. Any person violating the provisions of this section shall be deemed guilty of a misdemeanor, and upon conviction thereof shall, for each and every such offense, be fined not exceeding \$500, or be imprisoned at hard labor not exceeding two years, or both, in the discretion of the court.

SEC. 3. That section eight of the Act entitled "An Act to authorize the President to increase temporarily the Military Establishment of the United States," approved May eighteenth, nineteen hundred

and seventeen, shall be held and construed to authorize the President, in accordance with the provisions of said Act and for the period of the existing emergency only, to appoint as generals the Chief of Staff and the commander of the United States forces in France; and as lieutenant general each commander of an army or army corps organized as authorized by existing law: *Provided*, That the pay of the grades of general and lieutenant general shall be \$10,000 and \$9,000 a year, respectively, with allowances appropriate to said grades as determined by the Secretary of War: *And provided*, That brigadier generals of the Army shall hereafter rank relatively with rear admirals of the lower half of the grade. And, hereafter, the chief of any existing staff corps, department, or bureau, except as is otherwise provided for the Chief of Staff, shall have the rank, pay, and allowances of major general.

Approved, October 6, 1917.





U.S. Bureau of war risk  
insurance. Division of  
military & naval in-  
surance.

# Uncle Sam's Insurance

for Soldiers and Sailors

*Answers to Questions  
You Will Ask*



Official Bulletin  
Issued by The Treasury Department  
Washington, D.C.

▼  
No. 4-Revised May, 1918

## PREFACE TO REVISED EDITION.

MAY 1, 1918.

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America's fighting forces have responded with spirited enthusiasm to the Government's insurance offer and are continuing to do so. "Insurance means preparedness; preparedness means victory."

Up to April 12, 1918, more than 1,700,000 persons in the military and naval service had applied for Government insurance, aggregating more than \$14,500,000,000. The average amount applied for is upward of \$8,200.

The only way you can obtain the full Government protection for yourself and your family is to apply for Government insurance—to apply for the full \$10,000—and to apply NOW.

*IMPORTANT.—The time within which persons in the military and naval service may apply for Government insurance is limited by law. If you wish to avail yourself of the Government protection, you must apply within 120 days after you have entered the service.*

## FOREWORD.

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Under an act of Congress approved October 6, 1917, persons in the active military and naval service of the United States, in addition to other privileges, are given the right to take out insurance with the Government. This act is being administered by the Secretary of the Treasury, through the Bureau of War Risk Insurance of the Treasury Department.

It is to the advantage of everyone entitled to do so to take out this insurance, and since the time within which it may be secured is limited I desire to bring the facts promptly to the attention of the soldiers and sailors of the Nation, so that they may be advised of their rights.

This pamphlet is designed to explain as clearly and briefly as possible some of the essential facts that should be known by the men and women who are applying for war insurance. The questions and answers are based on inquiries that have come to the Treasury from soldiers and sailors. It is hoped that the material may prove helpful, both to officers and enlisted men. If additional information is required, enlisted men should ask their officers.

The Bureau of War Risk Insurance, Treasury Department, Washington, D. C., will at all times be glad to answer any further question relating to this subject.

The necessity of prompt action with regard to this insurance can not be emphasized too strongly. Because of the cessation of automatic insurance on February 12, 1918, no persons are insured until they have made application therefor.

It is dangerous to delay. The Government is making a liberal, an unprecedented offer to its fighting forces; but the offer is open for only a limited period. Now is the time to act.

W. G. McADOO,  
*Secretary of the Treasury.*

WASHINGTON, D. C.

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## WHAT GOVERNMENT INSURANCE IS.

1. Q. By whom is this insurance offered?

A. By the United States Government, as authorized in an act of Congress for that purpose approved October 6, 1917.

2. Q. What security is back of this contract of insurance?

A. The United States Government.

3. Q. Is it the only protection furnished by the Government to its soldiers and sailors?

A. No. The Government has provided, in addition, compensation for death or injuries or disease suffered in line of duty.

4. Q. The insurance, then, is in addition to compensation?

A. Yes; and they are entirely independent of each other.

5. Q. Does insurance interfere with service or retirement pay?

A. No; the right to insurance is independent of the right to service or retirement pay.

6. Q. Am I compelled to take insurance?

A. No; you may take it or not, as you see fit. The Government recommends it but does not compel you to take it.

## INSURED—BENEFICIARIES.

7. Q. Who can be insured?

A. When engaged in active service under the War Department or Navy Department, any of the following can be insured:

(1) Commissioned officers.

(2) Enlisted men (meaning a person, male or female, enlisted, enrolled, or drafted into active service in the military or naval forces of the United States, including noncommissioned and petty officers and members of training camps authorized by law.)

(3) Members of the Army Nurse Corps (female) and members of the Navy Nurse Corps (female).

8. Q. Who can be named as beneficiary?

A. Any one or more of the following may be named: Wife, husband, child, grandchild, brother, sister, adopted brother, adopted sister, stepbrother, stepsister, parent, grandparent, or step-parent of the insured, and parent, grandparent, or step-parent of the insured's wife or husband.<sup>a</sup>

9. Q. Can I name as a beneficiary anyone other than those named in No. 8; for instance, a trustee or guardian or the legal representative of some one in the permitted class or my estate?

A. No; only those in the permitted class may be named.

10. Q. Can I name as beneficiary a person who is not a citizen of the United States or one who resides in another country?

A. Yes. If such beneficiary is in the permitted class. If he be resident in enemy territory or territory occupied by the enemy, pay-

<sup>a</sup> A bill pending before Congress proposes to include, in the permitted class, a father through adoption, mother through adoption, and any person who, at any time preceding Oct. 6, 1917, or the insured's enlistment or entrance into or employment in active service in the military or naval forces, has stood *in loco parentis* to the insured for a period of not less than five years.

ment will be subject to the provisions of the "Trading with the Enemy Act."

11. Q. Can the beneficiary be changed?

A. Yes; within the permitted class, at any time in writing and subject to the regulations of the Bureau of War-Risk Insurance. (See "Final," p. 8.)

### BENEFITS AND PAYMENTS.

12. Q. What benefits does this insurance give to the insured?

A. \$5.75 per month for each \$1,000 of insurance payable in the event of total and permanent disability as long as the insured lives and is so disabled.

13. Q. What benefits does it give to my beneficiary?

A. In case of your death each \$1,000 of insurance will pay to the beneficiary \$5.75 per month for 240 months, less any payments made to the insured for total and permanent disability.

14. Q. Can I have the benefits paid in a lump sum?

A. No; benefits can only be paid in 240 monthly installments.

15. Q. Does it pay for death or total and permanent disability from illness as well as injury?

A. Yes.

16. Q. Must the injury or illness be suffered while in the line of duty?

A. No; insurance protection is not limited by any provision as to line of duty. This is in direct contrast to the rights as to compensation. (See questions 3 and 4.)

17. Q. Must the injury or illness be suffered while in the service?

A. No; if you continue to pay premiums you are protected, even though you may leave the service.

18. Q. If I am totally permanently disabled, may I still apply for insurance?

A. Yes; if you apply within 120 days from date of enlistment; but the benefit will be only to your beneficiaries in case you die—not to you personally for disability.

19. A. If payment of premium is not made on the exact day when it falls due will insurance lapse?

A. No; it is subject to 31 days' grace, during which time it will remain in full force and effect.

20. Q. If insurance lapses, can I have it revived or reinstated?

A. Yes; at any time within six months after lapse, on compliance with the terms and conditions as may be specified in the regulations of the Bureau.

21. Q. If I leave the service, do I lose

A. No; you may carry insurance with you after you leave the service, but in order to keep it in force you must pay the premium within five years after the c

## HOW AND WHEN TO APPLY FOR GOVERNMENT INSURANCE.

22. Q. What must I do to become insured?

A. Make written application, stating your name, service number, military organization, date of last entry into active service, age, the amount of insurance desired, and if you wish to name persons to whom you wish it paid in the event of death, give the name of such beneficiaries, using their given name. Example: Jane Elizabeth Smith, do not write it Mrs. John Smith, or Mrs. J. E. Smith.

23. Q. Will application blanks be furnished?

A. Yes. They may be procured from the Bureau of War-Risk Insurance, Washington, D. C.; from your commanding officer; or the insurance officer of your organization. The application should be made under the direction of your insurance officer, witnessed and delivered to him promptly, to be forwarded to the Bureau of War-Risk Insurance, Treasury Department, through military channels.

24. Q. Must I name a beneficiary?

A. You need not name a beneficiary. The law provides that where no beneficiary is named the insurance, in case of death, will be paid to those in the permitted class who would be entitled to your personal property should you die without making a will.

25. Q. If I do not name a beneficiary now may I do so later?

A. Yes; at any time by written designation, which should be attested by at least one witness, and sent to the Bureau of War-Risk Insurance, Washington, D. C.

26. Q. If I wish Government insurance, when must I apply for it?

A. Within one hundred and twenty days after your enlistment or entry into active service.

27. Q. If I take less than \$10,000, can I increase it after my one hundred and twenty days have expired?

A. No; but during the time within which you may apply for insurance you may increase it to not more than \$10,000.

28. Q. May another party make application for insurance upon my life, under the law?

A. No, unless you have given him authority to do so, or unless you ratify the application made by him before the time within which you may make application for insurance expires.

## HOW MUCH IT WILL COST YOU—PREMIUM RATES.

29. Q. What will the Government insurance cost?

A. See table of rates on last page.

30. Q. How much can I take?

A. Any amount from \$1,000 to \$10,000 (in multiples of \$500.)

31. Q. If I take \$10,000 or any other amount, can I drop part of it at any time?

A. Yes.

32. Q. How can my premiums be paid?

A. By deduction from your pay, by deduction from any deposit with the Government, or by direct payment to the bureau by yourself or by some one for you. To avoid lapse it is recommended that deduction from pay be authorized. This will give the best protection to you and yours.

33. Q. For how long must my premium be paid in advance?

A. You may pay monthly or for any longer period.

34. Q. Will my premium always be the same?

A. No; it increases annually in accordance with premium table (question 29, see last page) until you change to another form after the war, when the premium will depend upon the plan then chosen.

### THE PLAN OF GOVERNMENT INSURANCE.

35. Q. What form of insurance is it?

A. Annual renewable term insurance. Change to the usual forms of insurance on some other plan will be made within five years after the close of the war.

36. Q. Can I carry my insurance after the war?

A. Yes; in its present form for a period of five years, but within such five years you must change it to another form which can be done without regard to your then physical condition. No medical examination will be required for the change.

37. Q. Will the permanent insurance after the war continue to be Government insurance?

A. Yes.

38. Q. How are the expenses of handling the insurance paid?

A. By the Government.

39. Q. Will the cost to me be increased by the losses due to war?

A. No. Any losses in excess of premiums received will be borne by the Government.

40. Q. What form of insurance can I change to after the war?

A. Usual forms, including ordinary life, 20-payment life, and endowment.

41. Q. Has this insurance during the war a cash value or loan value?

A. No.

42. Q. Will permanent forms of insurance after the war have cash and loan values?

A. Yes.

43. Q. Can people to whom I owe money collect my insurance?

A. No. This insurance can not be attached taken by creditors.

44. Q. Did the Government provide



A. Yes; for those who became totally and permanently disabled or died before February 12, 1918, without having applied for insurance, the Government provided insurance in the amount of \$25 per month, payable to a wife, during her widowhood; and to a child or widowed mother during life. This insurance ceased on February 12, 1918. Those now in the service are not insured until they have applied for insurance.

### ON LEAVING THE SERVICE.

45. Q. If while in the service I become insured, do I lose my insurance when I leave the service?

A. No; you may carry the insurance even though you leave the service, but you must change it to another form within five years after the close of the war in order to continue it beyond that time.

### FINAL.

46. Q. I am single and have no dependents; why should I take insurance?

A. (1) Because the insurance is payable to you in monthly installments of \$5.75 for each \$1,000 of insurance should you become totally and permanently disabled.

(2) You may at some later date acquire by marriage a dependent whom you will be glad to make your beneficiary.

(3) Then, too, you may not be able to pass an examination for life insurance in a regular company after the war (see answer to No. 36).

### MONTHLY PREMIUMS FOR EACH \$1,000 OF INSURANCE.

[Each \$1,000 of insurance is payable in installments of \$5.75 per month for 240 months; but if the insured is totally and permanently disabled and lives longer than 240 months, the payments will be continued as long as he lives and is so disabled.]

Age.	Monthly premium.	Age.	Monthly premium.
15.....	\$0.63	41.....	\$0.82
16.....	.63	42.....	.84
17.....	.63	43.....	.87
18.....	.64	44.....	.89
19.....	.64	45.....	.82
20.....	.64	46.....	.95
21.....	.65	47.....	.99
22.....	.65	48.....	1.03
23.....	.65	49.....	1.09
24.....	.66	50.....	1.14
25.....	.66	51.....	1.20
26.....	.67	52.....	1.27
27.....	.67	53.....	1.35
28.....	.68	54.....	1.44
29.....	.69	55.....	1.53
30.....	.69	56.....	1.64
31.....	.70	57.....	1.78
32.....	.71	58.....	1.90
33.....	.72	59.....	2.05
34.....	.73	60.....	2.21
35.....	.74	61.....	2.40
36.....	.75	62.....	2.60
37.....	.76	63.....	2.82
38.....	.77	64.....	3.07
39.....	.79	65.....	3.35
40.....	.81		

## TERMS AND CONDITIONS OF SOLDIERS' AND SAILORS' INSURANCE.

I, William C. De Lanoy, Director of the Bureau of War-Risk Insurance in the Treasury Department, pursuant to the provisions of section 402 of an act "to amend 'An act to authorize the establishment of a Bureau of War-Risk Insurance in the Treasury Department,' approved September 2, 1914, and for other purposes," approved October 6, 1917, hereby, on this 15th day of October, 1917, by direction of the Secretary of the Treasury, determine upon and publish these full and exact terms and conditions of the contract of insurance to be made under and by virtue of the act:

1. Insurance will be issued for any of the following aggregate amounts upon any one life:

Amount.	Converted into monthly installments of—	Amount.	Converted into monthly installments of—
\$1,000.....	\$5.75	\$6,000.....	\$34.50
\$1,500.....	8.63	\$6,500.....	37.38
\$2,000.....	11.60	\$7,000.....	40.25
\$2,500.....	14.38	\$7,500.....	43.13
\$3,000.....	17.25	\$8,000.....	46.00
\$3,500.....	20.13	\$8,500.....	48.88
\$4,000.....	23.00	\$9,000.....	51.75
\$4,500.....	25.88	\$9,500.....	54.63
\$5,000.....	28.75	\$10,000.....	57.50
\$5,500.....	31.63		

Which installments will be payable during the total and permanent disability of the insured, or if death occur without such disability, for 240 months, or if death occur following such disability, for a sufficient number of months to make 240 in all including months of disability already paid for, in both cases except as otherwise provided.

2. The insurance is issued at monthly rates for the age (nearest birthday) of the insured when the insurance goes into effect, increasing annually upon the anniversary of the policy to the rate for an age one year higher, as per the following table of rates:

Age	\$1,000.	\$1,500.	\$2,000.	\$2,500.	\$3,000.	\$3,500.	\$4,000.	\$4,500.	\$5,000.	\$5,500.	\$6,000.	\$6,500.	\$7,000.	\$7,500.	\$8,000.	\$8,500.	\$9,000.	\$9,500.	\$10,000.
15	\$0.63	\$0.95	\$1.26	\$1.58	\$1.90	\$2.21	\$2.52	\$2.84	\$3.15	\$3.47	\$3.78	\$4.10	\$4.41	\$4.73	\$5.04	\$5.36	\$5.67	\$5.99	\$6.30
16	63	95	1.26	1.58	1.90	2.21	2.52	2.84	3.15	3.47	3.78	4.10	4.41	4.73	5.04	5.36	5.67	5.99	6.30
17	63	95	1.26	1.58	1.90	2.21	2.52	2.84	3.15	3.47	3.78	4.10	4.41	4.73	5.04	5.36	5.67	5.99	6.30
18	64	96	1.28	1.60	1.92	2.24	2.56	2.88	3.20	3.52	3.84	4.16	4.48	4.80	5.12	5.44	5.76	6.08	6.40
19	64	96	1.28	1.60	1.92	2.24	2.56	2.88	3.20	3.52	3.84	4.16	4.48	4.80	5.12	5.44	5.76	6.08	6.40
20	64	96	1.28	1.60	1.92	2.24	2.56	2.88	3.20	3.52	3.84	4.16	4.48	4.80	5.12	5.44	5.76	6.08	6.40
21	65	96	1.30	1.63	1.95	2.26	2.60	2.93	3.25	3.58	3.90	4.23	4.55	4.88	5.20	5.53	5.85	6.18	6.50
22	65	96	1.30	1.63	1.95	2.26	2.60	2.93	3.25	3.58	3.90	4.23	4.55	4.88	5.20	5.53	5.85	6.18	6.50
23	65	96	1.30	1.63	1.95	2.26	2.60	2.93	3.25	3.58	3.90	4.23	4.55	4.88	5.20	5.53	5.85	6.18	6.50
24	66	99	1.32	1.65	1.98	2.31	2.64	2.97	3.30	3.63	3.96	4.29	4.62	4.95	5.28	5.61	5.94	6.27	6.60
25	66	99	1.32	1.65	1.98	2.31	2.64	2.97	3.30	3.63	3.96	4.29	4.62	4.95	5.28	5.61	5.94	6.27	6.60
26	67	1.01	1.34	1.68	2.01	2.35	2.68	3.02	3.35	3.69	4.02	4.36	4.69	5.03	5.36	5.70	6.03	6.37	6.70
27	67	1.01	1.34	1.68	2.01	2.35	2.68	3.02	3.35	3.69	4.02	4.36	4.69	5.03	5.36	5.70	6.03	6.37	6.70
28	68	1.02	1.36	1.73	2.07	2.42	2.76	3.11	3.45	3.80	4.14	4.49	4.83	5.18	5.52	5.87	6.21	6.56	6.90
29	68	1.02	1.36	1.73	2.07	2.42	2.76	3.11	3.45	3.80	4.14	4.49	4.83	5.18	5.52	5.87	6.21	6.56	6.90
30	69	1.04	1.38	1.75	2.10	2.45	2.80	3.15	3.50	3.85	4.20	4.55	4.90	5.25	5.60	5.95	6.30	6.65	7.00
31	70	1.05	1.40	1.78	2.13	2.49	2.84	3.20	3.55	3.91	4.26	4.61	4.96	5.31	5.66	6.01	6.36	6.71	7.06
32	71	1.07	1.42	1.80	2.16	2.52	2.88	3.24	3.60	3.96	4.32	4.68	5.04	5.40	5.76	6.12	6.48	6.84	7.20
33	72	1.08	1.44	1.83	2.19	2.56	2.92	3.28	3.64	4.00	4.36	4.72	5.08	5.44	5.80	6.16	6.52	6.88	7.24
34	73	1.10	1.46	1.85	2.22	2.59	2.96	3.32	3.68	4.04	4.40	4.76	5.12	5.48	5.84	6.20	6.56	6.92	7.28
35	73	1.11	1.48	1.88	2.25	2.63	3.00	3.36	3.72	4.08	4.44	4.80	5.16	5.52	5.88	6.24	6.60	6.96	7.32
36	75	1.13	1.50	1.90	2.28	2.66	3.04	3.40	3.76	4.12	4.48	4.84	5.20	5.56	5.92	6.28	6.64	7.00	7.36
37	76	1.15	1.52	1.93	2.31	2.70	3.08	3.44	3.80	4.16	4.52	4.88	5.24	5.60	5.96	6.32	6.68	7.04	7.40
38	77	1.16	1.54	1.95	2.34	2.73	3.11	3.47	3.83	4.19	4.55	4.91	5.27	5.63	5.99	6.35	6.71	7.07	7.43
39	79	1.19	1.58	2.00	2.38	2.77	3.16	3.54	3.92	4.30	4.68	5.06	5.44	5.82	6.20	6.58	6.96	7.34	7.72
40	81	1.22	1.62	2.03	2.43	2.84	3.24	3.64	4.04	4.44	4.84	5.24	5.64	6.04	6.44	6.84	7.24	7.64	8.04
41	82	1.23	1.64	2.05	2.46	2.87	3.28	3.68	4.08	4.48	4.88	5.28	5.68	6.08	6.48	6.88	7.28	7.68	8.08
42	84	1.26	1.68	2.10	2.52	2.94	3.36	3.78	4.20	4.62	5.04	5.46	5.88	6.30	6.72	7.14	7.56	7.98	8.40
43	84	1.26	1.68	2.10	2.52	2.94	3.36	3.78	4.20	4.62	5.04	5.46	5.88	6.30	6.72	7.14	7.56	7.98	8.40
44	87	1.31	1.74	2.18	2.63	3.05	3.48	3.92	4.35	4.79	5.22	5.65	6.08	6.51	6.94	7.37	7.80	8.23	8.66
45	89	1.34	1.78	2.23	2.70	3.12	3.56	4.01	4.45	4.90	5.34	5.78	6.23	6.67	7.11	7.55	7.99	8.43	8.87
46	90	1.38	1.84	2.30	2.78	3.22	3.68	4.14	4.60	5.06	5.52	5.98	6.44	6.90	7.36	7.82	8.28	8.74	9.20
47	95	1.43	1.90	2.38	2.85	3.33	3.80	4.26	4.75	5.23	5.70	6.18	6.65	7.13	7.60	8.08	8.55	9.03	9.50
48	99	1.49	2.00	2.50	3.00	3.47	3.96	4.46	4.95	5.45	5.94	6.44	6.93	7.43	7.92	8.42	8.91	9.41	9.90
49	1.08	1.55	2.06	2.58	3.09	3.61	4.12	4.64	5.15	5.67	6.18	6.69	7.21	7.72	8.23	8.74	9.25	9.76	10.27
50	1.14	1.62	2.10	2.70	3.24	3.78	4.32	4.86	5.40	5.94	6.48	7.02	7.56	8.10	8.64	9.18	9.72	10.26	10.80
51	1.20	1.80	2.28	2.85	3.42	3.99	4.56	5.13	5.70	6.27	6.84	7.41	7.98	8.55	9.12	9.69	10.26	10.83	11.40
52	1.27	1.91	2.40	3.00	3.60	4.20	4.80	5.40	6.00	6.60	7.20	7.80	8.40	9.00	9.60	10.20	10.80	11.40	12.00
53	1.35	2.03	2.54	3.18	3.81	4.45	5.08	5.72	6.35	6.99	7.63	8.26	8.90	9.53	10.16	10.80	11.43	12.07	12.70
54	1.44	2.16	2.70	3.38	4.05	4.73	5.40	6.08	6.75	7.43	8.10	8.78	9.45	10.13	10.81	11.49	12.17	12.85	13.53
55	1.53	2.30	2.96	3.63	4.32	5.00	5.68	6.36	7.04	7.72	8.40	9.08	9.76	10.44	11.12	11.80	12.48	13.16	13.84
56	1.64	2.46	3.22	4.00	4.82	5.64	6.46	7.28	8.10	8.92	9.74	10.56	11.38	12.20	13.02	13.84	14.66	15.48	16.30
57	1.76	2.64	3.52	4.40	5.28	6.16	7.04	7.92	8.80	9.68	10.56	11.44	12.32	13.20	14.08	14.96	15.84	16.72	17.60
58	1.90	2.85	3.80	4.75	5.70	6.65	7.60	8.55	9.50	10.45	11.40	12.35	13.30	14.25	15.20	16.15	17.10	18.05	19.00
59	2.05	3.08	4.10	5.15	6.15	7.15	8.15	9.15	10.15	11.15	12.15	13.15	14.15	15.15	16.15	17.15	18.15	19.15	20.15
60	2.21	3.32	4.42	5.53	6.63	7.74	8.84	9.94	11.05	12.15	13.25	14.35	15.45	16.55	17.65	18.75	19.85	20.95	22.05
61	2.40	3.60	4.80	6.00	7.20	8.40	9.60	10.80	12.00	13.20	14.40	15.60	16.80	18.00	19.20	20.40	21.60	22.80	24.00
62	2.60	3.90	5.20	6.50	7.80	9.10	10.40	11.70	13.00	14.30	15.60	16.90	18.20	19.50	20.80	22.10	23.40	24.70	26.00
63	2.82	4.23	5.64	7.05	8.46	9.87	11.28	12.69	14.10	15.51	16.92	18.33	19.74	21.15	22.56	23.97	25.38	26.79	28.20
64	3.07	4.61	6.14	7.68	9.21	10.75	12.28	13.82	15.35	16.89	18.42	19.95	21.48	23.01	24.54	26.07	27.60	29.13	30.66
65	3.35	5.03	6.70	8.39	10.08	11.77	13.46	15.15	16.84	18.53	20.22	21.91	23.60	25.29	26.98	28.67	30.36	32.05	33.74

Rates at ages higher or lower will be given on request.

The insurance may be continued at these increasing term rates during the war and for not longer than five years after the termination of the war, and may be continued thereafter without medical examination if the policy be converted into a form selected before the expiration of such five years by the insured from the forms of insurance which will be provided by the bureau, provided that premiums are paid therefor at net rates computed by the bureau according to the American Experience Table of Mortality and interest at  $3\frac{1}{2}$  per cent per annum.

3. That the insurance has been granted will be evidenced by a policy or policies issued by the bureau, which shall be in the following general form (which form may be changed by the bureau from time to time, provided that full and exact terms and conditions thereof shall not be altered thereby):

[Form of policy for \$5,000.]

MILITARY AND NAVAL INSURANCE POLICY.

No. 1.

Amount, \$5,000.

Age, 25.

Monthly installments, \$28.75.

THE UNITED STATES OF AMERICA

TREASURY DEPARTMENT

BUREAU OF WAR-RISK INSURANCE

Under the authority granted by Congress in an act amending "An act entitled 'An act to authorize the establishment of a Bureau of War-Risk Insurance in the Treasury Department,' approved September 2, 1914, and for other purposes," approved October 6, 1917, and subject in all respects to the provisions of such act, of any amendments thereto, and of all regulations thereunder, now in force or hereafter adopted, all of which, together with this policy, the application therefor, and the terms and conditions published under authority of the act, shall constitute the contract:

Hereby insures from and after the ..... day of ....., 19..., John Doe, of Illinois, private, Company A, Third Infantry, condi-

(Name, State of residence, and designation of the insured.)

tioned upon the payment of premiums as herein provided, for the principal amount of \$5,000, converted into monthly installments of \$28.75 (the equivalent, when paid for 240 months, of the sum insured, on the basis of interest at the rate of  $3\frac{1}{2}$  per cent per annum) payable

To the insured, if he/she, while this insurance is in force, shall become totally and permanently disabled, commencing with such disability as established by the award of the director of the bureau and continuing during such disability; and



To the beneficiary or beneficiaries hereinafter designated, commencing upon the death of the insured, while the insurance is in force, and (except as otherwise provided) continuing for 240 months if no installments have been paid for total and permanent disability or, if any such installments have been paid, then for a number of months sufficient to make 240 in all:

To Sarah Doe, wife of the insured;

If no beneficiary within the permitted class be designated by the insured, either in the insured's lifetime or by his last will and testament, or if any above designated beneficiary is or becomes disqualified or does not survive the insured, the insurance (or if any above designated beneficiary shall survive the insured, but shall not receive all the installments, then the remaining installments) shall be payable to such person or persons within the permitted class of beneficiaries as would under the laws of the insured's place of residence be entitled to his personal property in case of intestacy.

If the insured became totally and permanently disabled before this policy was applied for, it shall nevertheless be effective as life insurance, but not as insurance against such disability.

This policy is not assignable, and payments thereunder to the insured or a beneficiary are not subject to claims of creditors of the insured or beneficiary.

The insured may at any time, subject to the regulations of the bureau, change the beneficiary or beneficiaries to any person or persons within the classes permitted by the act, without the consent of the beneficiary or beneficiaries.

Upon the written request of the insured, accompanied by this policy for indorsement, or after his/her death, upon request of a beneficiary at the time of making claim, the insurance payable to any beneficiary may be converted into installments of reduced amounts payable for 240 months certain and for as much longer as such beneficiary shall survive, such installments to be computed in accordance with the American Experience Table of Mortality and 3½ per cent interest.

Premiums shall be paid monthly on or before the last day of each calendar month and will, unless the insured otherwise elects in writing, be deducted from any pay due him/her from the United States or deposit by him/her with the United States, and, if so to be deducted, a premium when due will be treated as paid, whether or not such deduction is in fact made, if upon the due date the United States owe him/her on account of pay or deposit an amount sufficient to provide the premium, provided that the premium may be paid within 31 days after the expiration of the month, during which period of grace the insurance shall remain in full force. If any premium be not paid, either in cash or by deduction as herein provided, when

due or within the days of grace, this insurance shall immediately terminate, but may be reinstated within six months upon compliance with the terms and conditions specified in the regulations of the bureau.

If the age of the insured has been misstated, the amount of insurance shall be adjusted at the amount not in excess of \$10,000 which the premium actually paid would purchase at the insured's attained age.

During the present war and for not more than five years thereafter, or until the earlier conversion of this policy as hereinafter provided, the monthly premium shall be in accordance with the following table of rates, increasing at each anniversary of the policy to the rate for his/her then attained age:

*Table of premiums for \$5,000.*

[Ages 15 to 65.]

Attained age.	Monthly rate.	Attained age.	Monthly rate.
15.....	\$3.15	41.....	\$4.10
16.....	3.15	42.....	4.20
17.....	3.15	43.....	4.35
18.....	3.20	44.....	4.45
19.....	3.20	45.....	4.60
20.....	3.20	46.....	4.75
21.....	3.25	47.....	4.95
22.....	3.25	48.....	5.15
23.....	3.25	49.....	5.40
24.....	3.30	50.....	5.70
25.....	3.30	51.....	6.00
26.....	3.35	52.....	6.35
27.....	3.35	53.....	6.75
28.....	3.40	54.....	7.20
29.....	3.45	55.....	7.65
30.....	3.45	56.....	8.20
31.....	3.50	57.....	8.80
32.....	3.55	58.....	9.50
33.....	3.60	59.....	10.25
34.....	3.65	60.....	11.05
35.....	3.70	61.....	12.00
36.....	3.75	62.....	13.00
37.....	3.80	63.....	14.10
38.....	3.85	64.....	15.35
39.....	3.95	65.....	16.75
40.....	4.05		

Not later than five years after the war this policy, if written request be made to the bureau therefor, accompanied by this policy, will be converted without medical examination into any form of insurance selected from among those that may be prescribed by regulations of the bureau. Such converted insurance will be at net premiums, computed in accordance with the American Experience Table of Mortality and 3½ per cent interest per annum and will provide for cash, loan, paid-up, and extended insurance values.

Wherefore the United States of America has caused this policy to be signed by the Secretary of the Treasury and by William O. De

Lanoy, the Director of the Bureau of War-Risk Insurance, and countersigned by the registrar or an assistant registrar of the bureau.

W. G. McADOO,  
*Secretary of the Treasury.*

WILLIAM C. DE LANOY,  
*Director of the Bureau of War-Risk Insurance.*

Countersigned at Washington, D. C., this \_\_\_\_\_ day of \_\_\_\_\_,  
19\_\_\_\_.

*Registrar.*

**4. Persons entitled to apply for this insurance are—**

(1) A commissioned officer (including a warrant officer) in active service in the military or naval forces of the United States.

(2) Any person, male or female, enlisted, enrolled, or drafted into active service in the military or naval forces of the United States, including noncommissioned and petty officers and members of training camps authorized by law.

The term "military or naval forces" means the Army, the Navy, the Marine Corps, the Coast Guard, the Naval Reserves, the National Naval Volunteers, and any other branch of the United States service while serving pursuant to law with the Army or the Navy.

(3) Any member of the Army Nurse Corps (female) or of the Navy Nurse Corps (female) while employed in active service under the War Department or Navy Department, respectively.

5. Insurance may be applied for in favor of one or more of the following persons with sum of \$500 or a multiple thereof for each beneficiary, the aggregate not exceeding the limit of \$10,000 and not less than \$1,000 upon any one life:

Husband or wife.

Child, including legitimate child; child legally adopted before April 6, 1917, or more than six months before enlistment or entrance into or employment in active service, whichever date is the later; stepchild, if a member of the insured's household; illegitimate child, but, if the insured is his father, only if acknowledged by instrument in writing signed by him, or if he has been judicially ordered or decreed to contribute to such child's support, and if such child, if born after December 31, 1917, shall have been born in the United States or in its insular possessions.

Grandchild, meaning a child, as above defined, of a child as above defined.

Parent, including father, mother, grandfather, grandmother, stepfather, and stepmother, either of the insured or of his/her spouse.

Brother or sister, including of the half blood as well as of the whole blood, stepbrothers and stepsisters and brothers and sisters through adoption.

Unless other designation is made by the insured, such person or persons, within the permitted class of beneficiaries, as would under the laws of the place of residence of the insured be entitled to his personal property in case of intestacy shall be deemed designated as the beneficiary or beneficiaries to whom shall be paid any installments remaining unpaid upon the death, or disqualification under the provisions of the act, of any named beneficiary.

In case the applicant does not desire the premium to be deducted from his/her pay (or his/her deposit) he/she should so elect in writing at the time of making application; but if no election is made it shall have the effect to provide for such deduction from his/her pay, or if such pay be insufficient, any balance from his/her deposit.

7. Applications for insurance are to be made upon the blanks provided by the bureau, but any writing sufficiently identifying the applicant and specifying the amount of insurance shall be deemed sufficient. Upon request of the bureau, however, the applicant shall fill out and sign the proper blank as of the original date.

8. If a signed writing requesting insurance for less than \$4,500 is mailed or delivered before the 12th day of February, 1918, to the Bureau of War-Risk Insurance, Washington, D. C., or to any branch thereof or to any officer of the United States authorized to receive the same, such insurance, in the absence of other specification in such writing, shall be and be deemed applied for and the contract made on such 12th day of February, 1918, the provisions of section 401 as to automatic insurance meanwhile continuing in full force; if so mailed or delivered on or after such day, or if for \$4,500 or more, though mailed or delivered before such day, the insurance shall, in the absence of other specification in such writing, be and be deemed applied for and the contract made on the day of mailing or delivery.

9. These terms and conditions are subject in all respects to the provisions of such act and of any amendments thereto and of all regulations thereunder now in force or hereafter adopted.

WILLIAM C. DE LANOY,

*Director of the Bureau of War-Risk Insurance.*

WASHINGTON, D. C.,

*October 15, 1917.*



1. The first part of the document is a list of names.

2. The second part of the document is a list of names.

WAR DEPARTMENT  
OFFICE OF THE SURGEON GENERAL  
WASHINGTON

INSTRUCTIONS  
FOR THE  
PHYSICAL EXAMINATION  
OF  
DRAFTED MEN  
AT  
NATIONAL ARMY  
CANTONMENTS  
  
1917

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**BRIEF OUTLINE OF FAMILY ALLOWANCES, ALLOTMENTS  
COMPENSATION, AND INSURANCE FOR THE MILITARY  
AND NAVAL FORCES OF THE UNITED STATES PRO-  
VIDED UNDER ACT OF CONGRESS APPROVED OCTOBER  
6, 1917.<sup>1</sup>**

By act of Congress approved October 6, 1917, the United States makes certain provisions for the families and dependents of the members of its military and naval forces.

The full title of the law, which is sometimes referred to as the soldiers and sailors insurance law, is "An act to amend an act entitled 'An act to authorize the establishment of a Bureau of War-Risk Insurance in the Treasury Department.'"

The law provides, in brief, the following:

1. For the support, during the war, of the families and dependents of enlisted men.

(a) *Allotments of pay.*—Certain proportions of pay are to be withheld from the man and paid directly to the families or dependents or for insurance, or for other purposes. Allotment or deposit of one-half of pay may be required in all cases.

(b) *Family allowances.*—In addition to all allotments of pay by the man, the United States will pay monthly allowances to the wife, children, and certain dependents.

2. For the protection of officers and enlisted men and their dependents from the hazards of injury, disease, and death.

(a) *Compensation.*—Monthly payments, for disability and death due to injury and disease incurred in the line of duty.

(b) *Insurance.*—Provided by the United States upon application and payment of premium, without medical examination, against total permanent disability and death. The premium will be at normal peace rates without loading, and the United States will bear the extra cost due to war service. Provision is made for the continuation of the insurance after leaving the service.

**MILITARY AND NAVAL PAY DEPOSIT FUND (SEC. 21).<sup>2</sup>**

A separate fund created in the Treasury, for deposit of allotments of pay for the benefit of the men themselves.

These deposits to receive 4 per cent interest, compounded semi-annually.

The Secretary of War and the Secretary of the Navy may require every enlisted man to deposit in this fund such proportion of his

<sup>1</sup> Prepared for the conference of Army and Navy officers and representatives, Oct. 16-18, 1917. Washington, D. C.

<sup>2</sup> Section references cite the sections of the law which are here summarized.



pay, not otherwise allotted, as will, added to the compulsory allotment, equal one-half pay.

**DEFINITIONS FOR THE PURPOSES OF THE ACT (SEC. 22).**

"Military or naval forces" means the Army, the Navy, the Marine Corps, the Coast Guard, the Naval Reserves, the National Naval Volunteers, and any other branch of the United States service while serving pursuant to law with the Army or the Navy.

"Commissioned officer" includes a warrant officer, but includes only an officer in active service.

"Man" or "enlisted man" means person, male or female, in active service in the military or naval forces of the United States, and includes noncommissioned and petty officers and members of training camps.

"Injury" includes disease.

"Pay" means the pay for service in the United States according to grade and length of service, excluding all allowances.

"Child" is limited to an unmarried person either under 18 years of age, or incompetent, and includes, under certain conditions, a stepchild, adopted child, and illegitimate child.

"Parent" includes a parent, grandparent, and step-parent, either of the person in the service or of the spouse.

"Brother" and "sister" include brothers and sisters of the half blood as well as those of the whole blood, stepbrothers and stepsisters, and brothers and sisters through adoption.

The bureau on request shall furnish information to and act for persons in service with respect to insurance as may be prescribed by regulation, and may on request keep records of policies, companies, etc. (Sec. 24.)

Punishment provided for perjury or fraud. (Secs. 25-26.)

**ALLOTMENTS AND FAMILY ALLOWANCES.**

(Applies to enlisted men, not to officers.)

**ALLOTMENT OF PAY (SEC. 201).**

Allotment of pay, compulsory as to wife (divorced wife in certain cases), compulsory as to child, voluntary as to other persons.

Monthly compulsory allotment shall be in an amount equal to family allowances hereinafter specified but not more than one-half pay, or less than \$15.

The enlisted man may allot any proportion or amount of his pay in addition to the compulsory allotment for such purposes and persons as he may direct, subject to regulations. (Sec. 202.)

The Secretary of War and the Secretary of Navy may require that any proportion of one-half pay which is not allotted shall be deposited in the military and naval pay deposit fund for the benefit of the man. (Sec. 203.)

Compulsory allotment may be waived on written consent of wife, supported by evidence of her ability to support herself and children. (Sec. 201.)

Compulsory allotment may be excused for good cause shown, subject to regulations. (Sec. 201.)

#### FAMILY ALLOWANCE (SEC. 204).

A family allowance not to exceed \$50, in addition to pay allotted by the man, shall be paid by the United States.

Family allowance shall be paid upon application, which may be made by the man, or made by or in behalf of the beneficiary.

No family allowance shall be made for any period preceding November 1, 1917.

Family allowance will be paid from the time of enlistment, but ceases one month after the termination of the war, or at death in, or one month after discharge from the service.

#### BENEFICIARIES ENTITLED TO FAMILY ALLOWANCE, AND SCHEDULES.

*If the enlisted person is a man:*

Class A. Wife, child, or children:

- (a) If there be a wife but no child, \$15.
- (b) If there be a wife and one child, \$25.
- (c) If there be a wife and two children, \$32.50, with \$5 per month additional for each additional child.
- (d) If there be no wife, but one child, \$5.
- (e) If there be no wife, but two children, \$12.50.
- (f) If there be no wife, but three children, \$20.
- (g) If there be no wife, but four children, \$30, with \$5 per month additional for each additional child.

Class B. Grandchild, parent, brother or sister:

- (a) If there be one parent, \$10.
- (b) If there be two parents, \$20.
- (c) For each grandchild, brother, sister, and additional parent, \$5.

*If the enlisted person is a woman:*

Class A. (None.)

Class B. Child, grandchild, parent, brother or sister:

- (a) If there be one parent, \$10.
- (b) If there be two parents, \$20.
- (c) For each grandchild, brother, sister, and additional parent, \$5.
- (d) If there be one child, \$5.
- (e) If there be two children, \$12.50.
- (f) If there be three children, \$20.
- (g) If there be four children, \$30, with \$5 per month additional for each additional child.

Family allowances for class A shall be paid only if and while a compulsory allotment is made to a member or members of such class. (Sec. 205.)

Family allowances to members of class B shall be paid only if and while the member is dependent in whole or in part on the enlisted man, and only if and while an allotment of pay is made to a member or members of such class. (Sec. 206.)

The total monthly allowance to beneficiaries of Class B added to the enlisted man's monthly allotment to them shall not exceed the average sum habitually contributed by him to their support monthly.

The commissioner after investigation shall make an award, on which the amount of allotments shall be determined.

The commissioner shall have continuing jurisdiction over his awards.

The amount of each monthly allotment and allowance shall be determined according to the conditions then existing. (Sec. 210.)

#### COMPENSATION FOR DEATH OR DISABILITY (SEC. 300).

Compensation is payable to officers and enlisted men and to members of the Army Nurse Corps or of the Navy Nurse Corps when employed in active service under the War or Navy Department.

Compensation shall be payable for death or disability resulting from personal injury suffered or disease contracted in line of duty, unless caused by the person's own willful misconduct.

The cost of compensation shall be paid by the United States without contributions from the persons protected.

#### COMPENSATION IN CASE OF DEATH (SEC. 301).

##### TO FAMILY.

The only persons entitled to receive compensation in case of death are the widow, children, and dependent widowed mother of the deceased.

The monthly sums payable in each case are stated and are not based upon the pay of the deceased.

- (a) For a widow alone, \$25.
- (b) For a widow and one child, \$35.
- (c) For a widow and two children, \$17.50, with \$5 for each additional child up to two.
- (d) If there be no widow, then for one child, \$20.
- (e) For two children, \$30.
- (f) For three children, \$40, with \$5 for each additional child up to two.
- (g) For a widowed mother, \$20. The amount payable under this subdivision shall not be greater than a sum which, when added to the total amount payable to the widow and children, does not exceed \$75.

Compensation to a widow or widowed mother shall continue until death or remarriage.

Compensation to a child shall cease at the age of 18, or at marriage, unless the child is incompetent.

#### FUNERAL ALLOWANCE.

The United States shall pay burial expenses not to exceed \$100.

#### COMPENSATION IN CASE OF TOTAL DISABILITY (SEC. 302).

During the continuance of total disability, monthly compensation shall be paid to the injured person.

The amounts payable monthly are stated in this section; they are not based upon the pay of the injured person.

- (a) If he has neither wife nor child living, \$30.
- (b) If he has a wife but no child living, \$45.
- (c) If he has a wife and one child living, \$55.
- (d) If he has a wife and two children living, \$65.
- (e) If he has a wife and three or more children living, \$75.
- (f) If he has no wife but one child living, \$40, with \$10 for each additional child up to two.
- (g) If he has a widowed mother dependent upon him for support, then, in addition to the above amounts, \$10.

To an injured person who is totally disabled and in addition so helpless as to be in constant need of a nurse or attendant, such additional sum shall be paid, but not exceeding \$20 per month, as the director may deem reasonable.

For certain specified conditions, or if the injured person is permanently bedridden, \$100 monthly compensation is provided. (But no allowance for a nurse shall be made.)

#### COMPENSATION IN CASE OF PARTIAL DISABILITY.

The amount of compensation in case of partial disability is a percentage of the compensation provided in case of total disability.

The percentage is equal to the reduction in earning capacity resulting from the injury.

A schedule of disability ratings shall be adopted, based upon average impairments of earning capacity in civil occupations resulting from specific injuries of a permanent nature.

#### PROVISIONS RELATING TO DISABILITY.

In addition to compensation the United States shall furnish medical, surgical, and hospital services, and supplies.

Provision is made for frequent examinations of the disabled.

Every person in receipt of compensation shall submit to reasonable treatment. (Sec. 303.)



Courses of rehabilitation and reeducation may be provided by the United States. If the following of such a course prevents the injured person from earning a living he must (under penalty of suspension of compensation during refusal) enlist in the service, in which case he receives full pay and his family receives allowances and allotments as above provided, in lieu of compensation while the course continues. (Sec. 304.)

The bureau has continuing jurisdiction over compensation cases. (Sec. 305.)

#### CONDITIONS GOVERNING COMPENSATION.

Death or disability, to be compensable, must occur while in the service or within one year after discharge or resignation.

*Except that*, if the injured person, within one year after leaving the service, shall undergo a medical examination and obtain a certificate that he is suffering from an injury likely to cause death or disability, compensation shall be payable whenever death or disability resulting from such injury occurs. (Sec. 306.)

Compensation shall not be payable for death in the course of the service until the death be officially recorded in the department under which the person may be serving.

No compensation shall be payable for a period in which the man has been reported missing and a family allowance has been paid for him. (Sec. 307.)

Death inflicted as a punishment for a crime or military offense is not compensable unless it is inflicted by the enemy.

Dishonorable discharge is a bar to any compensation. (Sec. 308.)

Compensation is not assignable and is exempt from attachment, execution, and from all taxation. (Sec. 311.)

Compensation shall not be paid while the person is in receipt of service or retirement pay.

Except as rights have heretofore accrued, existing laws providing payments in the event of death in the service and existing pension laws shall not be applicable to persons now or hereafter in the service.

Compensation to members of the Army Nurse Corps or of the Navy Nurse Corps is in lieu of compensation under the act of September 7, 1916. (Sec. 312.)

#### WHEN CLAIM MUST BE FILED.

In case of disability, claim must be filed within five years after discharge or resignation from the service; or, if the disability occur after leaving the service, within five years after the beginning of disability.

In case of death during the service, the claim must be filed within five years after the death is officially recorded in the department in which the person is serving.

In case of death after discharge or resignation from the service, the claim must be filed within five years after death. (Sec. 309.)

No compensation shall be payable for any period more than two years prior to the date of claim. (Sec. 310.)

#### INSURANCE.

Insurance against death or total permanent disability is provided by the United States and made available to every officer and enlisted man and to members of the Army Nurse Corps and Navy Nurse Corps when employed in active service under the War and Navy Departments.

Insurance must be in multiples of \$500 and not less than \$1,000 or more than \$10,000.

Insurance must be granted upon application to, and payment of premium to, the bureau.

Insurance must be granted without medical examination. (Sec. 400.)

Insurance must be applied for within 120 days after enlistment and before discharge or resignation from the service.

Persons who are in active service at the time of the publication of terms and conditions may apply at any time within 120 days thereafter, while in service. (This period expires February 12, 1918.)

#### AUTOMATIC INSURANCE.

Any person in active service on or after the 6th of April, 1917, is insured automatically until February 12, 1918, unless he has applied for insurance to take effect at an earlier date.

The protection thus given is against death and against total permanent disability occurring, while in active service, from April 6, 1917, to February 12, 1918, inclusive.

If the insured person die, without having become so disabled, during the period stated, monthly installments of \$25 each will be paid his wife, child, or widowed mother. These installments are payable to the wife during her widowhood or to the child or widowed mother while they survive him, but not more than 240 installments shall be so paid.

If the insured person becomes totally and permanently disabled during the period stated he will receive an income payable in monthly installments of \$25 each during disability. If he die, like installments are payable to the wife during her widowhood or to the child or widowed mother while they survive him, but not more than 240 installments less the number of installments that may have been paid to the insured while disabled shall be so paid. (Sec. 401.)

#### INSURANCE DETAILS.

Insurance shall not be assignable or subject to claims of creditors of the insured or of the beneficiaries.

Insurance shall be payable only to a wife or husband, child, grandchild, parent, brother, or sister of the injured or to himself. (Automatic insurance is payable only to a wife, child, or widowed mother.)

Insurance shall be payable in 240 monthly installments, except that in the case of total permanent disability monthly installments will be continued throughout the duration of disability.

Provisions for endowment, continuous installments, surrender values, dividends, etc., as may be reasonable, may be provided by regulation.

The insured has the right to change the beneficiary without consent, but only within the permitted class.

If no beneficiary within the permitted class be designated by the insured, either in his lifetime or by his last will and testament, or if the designated beneficiary does not survive the insured, the insurance (or if any beneficiary survives the insured but does not receive all the installments, then the remaining installments) shall be payable to such person or persons, within the permitted class of beneficiaries, as would under the laws of the State of the residence of the insured be entitled to his personal property in case of intestacy. If no such person survive the insured, then there shall be paid to the estate of the insured an amount equal to the reserve value, if any, of the insurance at the time of his death. (Sec. 402.)

The United States shall bear the expense of administration and the excess mortality and disability cost resulting from hazards of war.

Premium rates shall be net rates, based upon the American Experience Table of Mortality, and 3½ per cent interest. Such rates do not include any provision for expenses. (Sec. 403.)

During the period of the war and for five years thereafter, unless sooner converted, the insurance shall be term insurance for successive terms of one year each.

For five years after the termination of the war the insured shall have the right to convert this term insurance into any of the usual forms of insurance at the net premium rate for such forms of insurance.

No medical examination can be required as a condition of converting the insurance.

Unless the privilege of conversion is exercised the insurance can not be continued after the expiration of the five-year period.

To carry out the privilege of conversion, ordinary life insurance, 20-payment life insurance, endowment maturing at age 62, and other usual forms of insurance shall be provided.

Premiums shall not be required for more than one month in advance and may be deducted from the pay or deposit of the insured.

WAR INFORMATION SERIES

No. 9



October, 1917

# HOME READING COURSE

*for*

## CITIZEN-SOLDIERS



PREPARED BY  
THE WAR DEPARTMENT



Published by COMMITTEE ON PUBLIC INFORMATION, Washington, D. C.

WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1917



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(Established by order of the President April 14, 1917.)

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# HOME-READING COURSE FOR CITIZEN-SOLDIERS.

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This course of 30 daily lessons is offered to the men selected for service in the National Army as a practical help in getting started in the right way. It is informal in tone and does not attempt to give binding rules and directions. These are contained in the various manuals and regulations of the United States Army, to which this course is merely introductory.

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## LESSON 1.

### YOUR POST OF HONOR.

You are called to serve as a soldier in the National Army, because that is one of your obligations as a citizen of the United States. The citizens of a republic must always be ready in the hour of need to leave their own homes and take up arms in defense of their rights and principles. Otherwise the Republic could not long continue to exist. The men who now enter military service deserve the gratitude and respect of their fellow citizens.

You are doubtless making a heavy sacrifice in order to perform this duty to your country. Hundreds of thousands of other young men and their families are face to face with similar sacrifices. All our citizens will sooner or later be called upon, each to bear his or her share of the burden. Men and women, rich and poor, all alike must do whatever is necessary and must give up whatever is necessary. For no personal interests or feelings can be permitted to stand in the way at a time when the safety and honor of the country are at stake.

As a citizen soldier you are chosen for a post of special distinction. America is justly proud of the soldiers of the past who have won for us the rights to-day denied and put in serious danger by the high-handed attacks of the German Government. America will be no less proud of you, as you fight to uphold those rights.

Your personal responsibility is great. As warfare is to-day conducted, the individual soldier counts for more than ever before. Your own skill and bravery, no matter how humble your rank, may easily be important factors in deciding whether an engagement is to be won or lost. You can not depend upon anyone else to carry this personal responsibility for you; you must depend upon yourself.

## SOME AMERICAN SOLDIERS.

Americans are well-fitted to meet this test. During the Civil War, at the battle of Antietam, the Seventh Maine Infantry lay, hugging the ground, under a furious storm of shot and shell. Private Knox, who was a wonderful shot, asked leave to move nearer the enemy. For an hour afterwards his companions heard his rifle crack every few minutes. His commanding officer finally, from curiosity, "crept forward to see what he was doing, and found that he had driven every man away from one section of a Confederate battery, tumbling over gunner after gunner as they came forward to fire. \* \* \* At the end of an hour or so, a piece of shell took off the breech of his pet rifle, and he returned disconsolate; but after a few minutes he gathered three rifles that were left by wounded men and went back again."

In the Confederate armies individual soldiers were no less skillful, cool, and brave. On both sides they were Americans.

Here are a few cases quoted from official records. You must read between the lines to get the full benefit of the stories they tell of resourcefulness and courage:

On June 9, 1862, Private John Gray, Fifth Ohio Infantry, "mounted on an artillery horse of the enemy and captured a brass 6-pound piece, in the face of the enemy's fire, and brought it to the rear."

On October 12, 1863, Private Michael Dougherty, Thirteenth Pennsylvania Cavalry, "at the head of a detachment of his company, dashed across an open field, exposed to a deadly fire from the enemy, and succeeded in dislodging them from an unoccupied house, which he and his comrades defended for several hours against repeated attacks, thus preventing the enemy from flanking the position of the Union forces."

From May 8 to 11, 1864, Private John B. Lynch, Third Indiana Cavalry, "carried important dispatches from the President to Gen. Grant, passing through the enemy's country, escaping capture, delivered his messages, and returned to Washington with replies thereto."

On April 27, 1899, Private Edward White, Twentieth Kansas Infantry, during a fight with insurgents in the Philippine Islands, "swam the Rio Grande de Pampanga in face of the enemy's fire and fastened a rope to the unoccupied trenches, thereby enabling the crossing of the river and the driving of the enemy from his fortified position."

On May 6, 1900, Private William P. Maclay, Forty-third United States Volunteer Infantry, "charged an occupied bastion, saving the life of an officer in a hand-to-hand combat and destroying the enemy."

In all these cases medals of honor were granted. The incidents, however, are typical of the Army. Thousands of similar stories might be told. They represent the spirit that will inspire the National Army when the time comes to show the stuff of which it is made.

Tales of heroic courage can be found in the annals of all armies and of all nations. But the American Army has its own special



tradition, which these incidents illustrate. It is the tradition of intelligence, self-reliance, and individual daring on the part of men serving in the ranks.

#### THE INDIVIDUAL SOLDIER COUNTS.

Other things being equal, an army made up of self-reliant, thinking men has a great advantage over a merely machine-like army, and this is especially true in present-day warfare. Maj. Gen. Hugh L. Scott, Chief of Staff, U. S. A., remarks on this point:

"The conditions under which modern wars are fought are ever making increasing demands on the individual soldier. \* \* \* The individual soldier must know how to interpret accurately orders and signals, for the enemy's fire may often so isolate him from his leader and comrades, perhaps only a step away, that he may be thrown on his own initiative in making his actions conform to those of the whole line; he may have to use his own judgment in opening fire, in advancing, in intrenching."

#### FAIR PLAY.

A second tradition of the American Army, which need only be mentioned, is that of fighting fairly and treating even the enemy with as much humanity as his own conduct will permit. As for slaughtering or enslaving the civilian population of captured territory, attacking prisoners, or assaulting women American soldiers would as little commit such crimes in time of war as in time of peace. In this respect most of the civilized nations of the world think alike.

#### FIGHTING FOR RIGHTS AND PRINCIPLES.

There is a third splendid tradition of the American Army which you will help to carry forward. It has fought always and everywhere in defense of principles and rights—never merely for territory and for power. Even the Civil War resulted from the clash of opposing principles—the principle of an indivisible Union upheld by the North, and that of freedom to withdraw from the Union upheld by the South.

To protect the rights of citizens the American people have several times opposed tyrannical governments—the English Government in 1776 and 1812, the French Government for a short period in 1798, the Mexican Government in 1848, the Spanish Government in 1898. The final effect in each case has been to advance the cause of liberty and democracy throughout the world, even in the countries against which we fought. Our weapons have not willingly been turned against any peoples, but only against the rulers who misgoverned and misled them. In fighting for our own rights the American Army has fought also, in President Wilson's phrase, for the "rights of mankind."

For a like high purpose, the American people have entered into the present war against the German Government—a government which in our belief misrepresents and misleads the German people. Only by so doing can we make America and the world "safe for democracy." But one ending can be thought of—an ending that will



guarantee the continuance of all those principles and rights which the American Army has in the past so nobly fought to establish.

Never lose sight, even for an instant, of the fact that all your training, your efforts, and your sacrifices have this one great object in view, the attainment of which is worth anything it may cost.

## LESSON NO. 2.

### MAKING GOOD AS A SOLDIER.

The National Army, in which you are to take your place, truly expresses the American character and ideals. It is a great democratic army. It includes men of all degrees of wealth and education, chosen through fair and open selection by lot. All are brought together on terms of equality. There has been and there will be in this great National Army no favoritism and no "pull." The poor man will drill side by side with the man who has been raised in luxury. Each will learn from the other. The place each man makes for himself will be determined by his own work and ability.

### DEVELOPING SOLDIERLY QUALITIES.

The question as to whether it is better to join the colors now or with a later contingent is not worth arguing, since the decision has been made for each man by lot. An ambitious man, however, will be glad to join now. It gives him a better chance for promotion. The commissioned officers of the first contingent are picked men who have voluntarily gone through the hardest kind of training. The officers of later contingents will be drawn largely from the men enlisted in the first contingents. There is plenty of opportunity here for every man to use his brains and his energy and to earn promotion according to his worth. This does not mean easy or quick advancement. It means only that you will have your fair chance—and you would ask for nothing more—to develop yourself and to climb upward step by step.

In order to make good in the National Army you must, first of all, fit yourself to carry with credit the simple title of "American Citizen-Soldier"—one of the proudest titles in the world. This means that you must develop in yourself the qualities of a soldier. The more quickly and thoroughly you cultivate them the greater will be your satisfaction and success.

There is very little real difference of opinion as to soldierly qualities. They have been determined by ages of experience. Weapons change, but the soldiers who handle the weapons remain much the same.

### THREE BASIC QUALITIES.

There are three basic qualities, without which no man can be a real soldier even though he may temporarily wear a uniform. They are:

- Loyalty.
- Obedience.
- Physical Fitness.

A man without these qualities is in the way and is a source of weakness to an army, both in the camp and on the field of battle.

The Articles of War of the United States set forth the military crimes which are punishable by heavy penalties. Among them are desertion, cowardice, insubordination, drunkenness while on duty, sleeping while on duty as a sentinel, disclosing the watchword, giving aid or comfort to the enemy. Run over this list and you will see that every one of these military crimes can result only from the absence of one or more of the three basic qualities of a soldier: courage, loyalty, and obedience.

#### LOYALTY.

A soldier's loyalty governs, first of all, his feelings toward his country, his Government and his flag. There can be no such thing as half-way loyalty. The slightest compromise effort opens the door to treason.

But a soldier's loyalty does not stop here. It governs also his feelings and actions toward the army and toward all the officers and enlisted men, or disrespect toward those in authority.

Going a step farther, loyalty governs also the soldier's feelings and actions toward his own regiment, his own company, and his own squad. Without this form of loyalty there can be no real comradeship; without it you will never feel that personal pride and satisfaction in the service which should mean so much in your army life.

#### OBEEDIENCE.

The second of the soldier's basic qualities is obedience, based on discipline. Without obedience and discipline an army can not long continue to exist; it will quickly degenerate into an armed mob. As the Infantry Drill Regulations put it, discipline is "the distinguishing mark of trained troops."

Frequently the recruit, with his inborn dislike of being bossed, makes the mistake during his first few weeks in the army of resenting the fact that immediate and unquestioning obedience is required of him. He quickly learns, however, that obedience enforced throughout the army is in all situations the chief safeguard of the rights, the comfort, and the safety of every man, from the raw recruit to the commanding general. It is a guarantee that the small number of unruly or cowardly men to be found in every group shall be kept in check and forced to comply with rules made for the benefit of all.

Military discipline is always impersonal. Obedience is required not merely of you, but of every man in the army. It is required of officers by their superiors with fully as much strictness as it is required of you. It will become your duty, whenever you are given authority over other men, to demand from them the same full measure of obedience that others will require of you.

Discipline is not only essential in developing the army, but also in developing your own character as a soldier. "The soldier who is by nature brave, will by discipline become a hero."

The third basic quality is courage. It is the part of the time devoted to it up. Physical fitness

is that a large part of the time is devoted to building up the courage of the soldier. It is the part of the time devoted to building up the courage of the soldier. It is the part of the time devoted to building up the courage of the soldier.

guarantee them and endurance as well. It is a quality which every man American can develop in himself by the physical examinations can develop in himself by

Never lose care and by obedience to instructions. This is a subject training, you discussed in a later lesson. in view, the

### LESSON NO. 3.

#### NINE SOLDIERLY QUALITIES.

The three basic qualities—loyalty, obedience, and physical fitness—expressed in the preceding lesson. There is another group of three army qualities that are especially needed during the periods of marching, and waiting between combats. They are:

- Intelligence.
- Cleanliness.
- Cheerfulness.

Although these qualities are associated chiefly with camp life, they are, of course, scarcely less helpful in all other phases of military service.

#### INTELLIGENCE.

Intelligence does not necessarily mean education, but rather quick observation and willingness to learn. There is plenty of need for intelligence in modern warfare. The National Army will be forced to absorb within a few months a training which would ordinarily extend over a period of two or three years. Those who intend to fit themselves for promotion should study thoroughly the manuals and the drill regulations which affect their duties. In time they should learn something about map making and map reading, the construction of field entrenchments, training and care of horses, signaling, the handling of complex pieces of machinery, and many other subjects.

Any practical knowledge that you may now possess will surely be useful and helpful to you in the Army. Capt. Ian Hay Beith, of the English Army, points out that in the first British forces of the present war the previous trade or training of every soldier was sooner or later utilized.

#### CLEANLINESS.

Cleanliness is important everywhere, but most of all in the Army, where large bodies of men are brought together. In its true sense it includes not only keeping your body clean, but also your mind and your actions. Fortunately it is a virtue in which Americans generally rank high. There should be little difficulty in setting a satisfactory standard in the new Army. This is a subject more fully treated later in this course.

#### CHEERFULNESS.

Cheerfulness is always a prominent trait of good soldiers. Here again Americans may be counted upon to make a splendid showing, even in the face of any unexpected hardships or difficulties that may



be ahead of us. There are numerous episodes in American military history to justify this confidence.

In January, 1863, the Union Army lay in camp at Falmouth, Va. About a month before had occurred the disastrous and bloody defeat of Fredericksburg. In the North it was the darkest hour of the war. Everywhere outside the Army there was depression and fear. On January 21, the commanding general ordered the troops to break camp and move forward. At the same time "a cold drizzling rain set in; the ground speedily became like a sea of glue; everything upon wheels sunk into the bottomless mud; it took twenty horses to start a single caisson; hundreds of them died in harness; but still the general persisted. But the rain persisted also, and it soon became a simple impossibility to go forward." After two days of effort it was necessary to have the men struggle and flounder "through the wilderness of mud back to their camp."

Picture the situation: Recent defeat with heavy losses; retreat; a cheerless midwinter camp; rain; cold; mud; discouragement at home; a long march under the most trying conditions ending in a return to the same camping ground from which the troops had started. A little grumbling might reasonably have been expected. But the men of 1863 were too good soldiers to draw long faces. The historian goes on: "The march was made in high good humor, the soldiers laughing and joking at their ill luck with that comic brightness characteristic of Americans in difficult circumstances."

#### THREE QUALITIES OF BATTLE.

Finally, there are the three battle qualities of the good soldier:

Spirit,  
Tenacity,  
Self-reliance.

Unless a man has these three qualities—even though he possesses all the other six in good measure—he is after all only a camp-fire soldier.

#### SPIRIT.

Spirit—fighting spirit—is far from being mere hatred of the enemy or blind fury, on the one hand; nor is it mere passive obedience to orders, on the other. It means cool, self-controlled courage—the kind of courage which enables a man to shoot as straight on the battlefield as he does in target practice. However, it even goes a step beyond that point. Decisive victories can not be won by merely repulsing the enemy. "Only the offensive wins." (Infantry Drill Regulations, paragraph 511.)

Like all the other qualities of a soldier, spirit can be cultivated. An untrained army seldom possesses it. But it can be developed. You can and will develop it until it becomes as much a part of yourself as any of your easy-going civilian habits are now.

#### TENACITY.

Spirit carries a body of soldiers forward. Tenacity is the quality that makes them "stick." The thorough soldier is never ready to stop fighting until his part of the battle is won. Tenacity was never



better expressed than in the words of John Paul Jones. Standing among his dead and wounded on his sinking ship which was "leaking like a basket," he replied to his adversary's invitation to surrender: "Sir, I have not yet begun to fight." Two hours later the battle came to a sudden end when the colors of the enemy's vessel were hauled down.

#### **SELF-RELIANCE.**

Self-reliance is characteristic of the American, whether he is serving as a soldier or in some civil occupation. Much the same quality is sometimes referred to as "initiative." It is a quality needed more than ever before in present-day warfare. Maj. Gen. Leonard Wood, in his introduction to the Field Service Regulations of the United States Army, says:

Officers and men of all ranks and grades are given a certain independence in the execution of the tasks to which they are assigned and are expected to show initiative in meeting the different situations as they arrive. Every individual, from the highest commander to the lowest private, must always remember that inaction and neglect of opportunities will warrant more severe censure than an error in the choice of the means.

#### **MAKING YOURSELF STRONGER.**

The nine qualities which have just been reviewed are those which everyone of us would like to have for himself. They are the essentials of virile and successful manhood, whether in the Army or out of it. Even the moral weakling and the slacker in their hearts admire these qualities.

Doubtless you have developed some of them already—perhaps all of them to a greater or less extent. Many a man has discovered, when put to the test, that he possessed these qualities without having himself realized it. But under civilian conditions it is not easy to cultivate all of them.

In the Army you will have your opportunity in a few months of training to strengthen these qualities in yourself. In so doing you will learn to control yourself, to take care of yourself under all conditions, to meet hardship and danger unflinchingly, to be fearless and self-reliant. At the end of these few months of training you will have gained immensely in vigor and in strength.

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### **LESSON NO. 4.**

#### **GETTING READY FOR CAMP.**

Your real training for your duties as a soldier will begin after you and your comrades are assembled at the training camps. However, there are a few simple things you can do during the next few weeks which will be of decided value in getting you started along the right lines.

The simplest thing, and perhaps the most useful of all, is to begin at once to practice correct habits of standing and walking. Even in civilian life a man's reputation in his community—yes, and for that

matter his own self-respect—is determined to a surprising extent by his bearing. The man who slouches feels like a slouch. The man who holds his head up faces the world with confidence and courage.

If this is true in civilian life, it is ten times more true in military life. For a soldier must always be strongly marked by his snap, his precision, and his vigor. He can not have these traits unless he carries himself like a soldier.

#### THE BEARING OF A SOLDIER.

Few people without military training have a correct idea of what is meant by the position and the bearing of a soldier. They are apt to imagine that it means a strut or an extremely strained attitude. Or, more frequently, they think that the term can properly be applied to any erect position. The truth of the case, however, is that there is a definite procedure to follow in order to place yourself in what is known in the Army as "the position of a soldier." It is the position which the dismounted soldier always assumes at the command "Attention," except as it may be slightly modified to enable him to carry properly any arms he may have in his hands.

It will be well for you to memorize paragraph 51 of the Infantry Drill Regulations, which gives the complete and accurate description of the position of the soldier. This paragraph is slightly paraphrased and simplified in the description following: Keep in mind that there are 10 elements which must be properly adjusted to each other, and check yourself up to see that each one of them is properly placed.

1. *Heels*—on the same line and as near each other as possible; most men should be able to stand with heels touching each other.

2. *Feet*—turned out equally and forming an angle of about 45 degrees.

3. *Knees*—straight without stiffness.

4. *Hips*—level and drawn back slightly; body erect and resting equally on hips.

5. *Chest*—lifted and arched.

6. *Shoulders*—square and falling equally.

7. *Arms*—hanging naturally.

8. *Hands*—hanging naturally, thumb along the seam of the trousers.

9. *Head*—erect and squarely to the front; chin drawn in so that axis of head and neck is vertical (means that a straight line drawn through the center of head and neck should be vertical); eyes straight to the front.

10. *Entire body*—weight of body resting equally upon the heels and balls of the feet.

Note especially that you are not required to stand in a strained attitude. You are to be alert but not tense.

One of the very best things you can do to-day is to spend 15 minutes practicing this position, getting it right. Keep this up every day until you report at camp. In the Army, as in every day life, first impressions are important. The first impression you make on your officers and fellows will depend, more than you probably realize, on the manner in which you stand and walk.

**MAKING YOURSELF "FIT."**

If you can devote part of your time between now and the opening of camp to physical exercise you are fortunate and should by all means take advantage of every opportunity. Climbing, jumping, gymnastic exercises, all kinds of competitive games, swimming, rowing, boxing, wrestling, and running are all recommended as excellent methods of developing the skill, strength, endurance, grace, courage, and self-reliance that every soldier needs.

There are some simple rules of eating and living which all of us should follow regularly. They will be especially helpful to you if you put them into practice in preparing for camp life.

Perhaps the most important of these rules is to use no alcohol of any kind.

If you have been in the habit of smoking immoderately, cut down; get your wind, your nerves, and your digestion into the best possible condition.

Eat and drink moderately. Chew your food well. It is advisable, however, to drink a great deal of cool (not cold) water between meals. Don't eat between meals.

Keep away from soda fountains and soft-drink stands. Learn to enjoy simple, nourishing food.

Accustom yourself to regular hours for sleeping, eating, and the morning functions.

Don't "take a last fling." It may land you in the hospital. At the best, it will probably bring you into camp in an unfit condition to take up your new duties with profit and enjoyment. There are strenuous days ahead of you and it will be good sense on your part to make reasonable preparation for them.

**LOOK FORWARD WITH CONFIDENCE.**

You will find nothing required of you in the Army that is beyond the powers of the every-day American. You will see clearly ahead of you, after you have read this course, the path which you are to follow. Look forward with confidence. Enter the service with the firm determination of doing your best at all times, of playing square with your superiors, your associates, and yourself, and of taking care always of your assigned duties whatever may happen.

You will find that everyone else will treat you with courtesy and fairness—for that is the inflexible rule of the Army. Out of that rule grows the comradeship and the attractiveness, even in the face of all dangers and hardships, that are characteristic of American Army life.

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**LESSON NO. 5.****FIRST DAYS IN CAMP.**

There will be nearly 40,000 men in each cantonment. The task of preparing for your arrival is enormous. Each cantonment will require 25,000,000 feet of lumber, 7,500 doors, 37,000 window sashes, 4,665 casks of Portland cement, and 5,000 yards of broken stone. The water supply of a cantonment will be 2,500,000 gallons a day.



It will have its own sewerage system, fire department, bakeries, ice plants, and hospitals. It will even require a gigantic steam-heating plant. Sixteen cities, each with a population of 40,000, well cared for—that is the task.

In spite of the best efforts, it is possible that some of the details may remain unfinished at the beginning of your camp life. There will be a certain amount of bustle and apparent confusion on the surface. Bear in mind that underneath it all lies a well-thought-out plan. In working out this plan everything possible has been done for the comfort and convenience of individual soldiers. Don't grumble if you run into some temporary delays or inconveniences at the beginning. One of the tests of a good soldier is his cheerful willingness to take things as they are and make the best of them.

You are naturally interested in forming some idea of the camp life of a soldier. The description which follows will help you in forming this idea. However, there will be many changes as you go along in your training.

As the men in the National Army must get ready in record-breaking time, their training will be more strenuous than that of soldiers in peace. You will find there is plenty of hard work ahead of you. The average energetic young American will be glad of it.

The soldier arises for the day usually at about 6 o'clock, a little earlier in the summer and a little later in the winter. The buglers sound the call known as reveille. The men dress and fall in.

Your first experience of military drill will probably consist of "setting-up exercises," which ordinarily occupy the first few minutes of the day. They consist of certain movements of the head, arms, trunk, and legs, which are carefully designed not merely to develop your muscles but also to increase your skill, grace, self-control, and self-reliance. At the same time they will also put you into the right frame of mind for a vigorous day's work.

In the mornings when the bugle rings out the reveille, and you crawl out of your bunk reluctantly, possibly tired and sore from the previous day's work, you will find yourself wonderfully freshened and cheered up by a few minutes' vigorous setting-up exercises. Watch their effect on yourself, and you will see why they are so highly regarded by the most experienced soldiers of the Army. It will be only a short time until you look upon the early morning setting-up drill as one of the pleasantest features of your day.

Then comes "washing up" and breakfast. Usually breakfast is followed by a half-hour for cleaning the barracks and bunks and putting clothing and bedding in order. Frequently the company commander will inspect the barracks immediately afterwards to make sure that every man has attended to his part of the work. There is then often some time which the trained soldier uses for attending to his personal needs, tidying up his clothing, and the like.

The remaining two or three hours of the morning are likely to be spent in drill, at first in "close order" and later in "extended order" also. These terms will be explained in another part of this course. As you advance, the drills will become more and more interesting. During the drill there are numerous short periods of rest.

In most camps guard mounting comes about noon. This consists of relieving the men who have been guarding and turning over this duty to new men. Each soldier often



than once a week. After guard mounting the men go to dinner, which comes at 12 o'clock. At least one hour is always allowed for dinner and rest.

During the afternoons the work is likely to be varied and to include additional setting-up exercises and other drills, target practice, bayonet exercises, and later more advanced drilling. About 5 o'clock comes the evening parade and "retreat," when the flag is lowered or furled for the night. The band plays "The Star Spangled Banner," while all officers and soldiers stand at attention. The ceremony is designed to deepen each man's respect and love for the flag which he serves; it is always impressive. After the flag is lowered it is carefully folded and escorted by the guard to headquarters, where it is kept until the next morning, when it is again raised.

Supper comes between 5 and 6 o'clock and is usually followed by a period of rest. In the training camps there will be many opportunities for a variety of healthful amusements—for sports, music, the theater, and so on, as later described. Taps are sounded by 10 o'clock. This is the signal to put out all lights, retire, and keep quiet. "It closes the day for the soldier and sends him to his blankets a tired and sleepy man."

This is only a sample of a day in camp. On some days your company will go off on "hikes." After a time there may be longer marches, when you will carry your shelter tents with you and will make your own camp each evening. These are days that will be especially interesting. You will learn the soldier's art of adapting yourself to new situations and making yourself comfortable.

Your officers will ask you to do nothing that they have not many times done themselves. They will ask nothing of you which any normal, healthy man can not do. After a month or two of this training you will find that you have begun to take on some of the skill and the self-reliance of a real soldier.

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## LESSON NO. 6.

### CLEANLINESS IN CAMP.

When large numbers of men are assembled in camp it is necessary for the good of all that strict rules of personal conduct and sanitation should be enforced. These rules are by no means a hardship. They are a protection. By insisting on strict obedience to these rules the diseases which once took so heavy a toll in nearly all military camps have been brought under control; some have been practically eliminated.

Suppose you were asked to make a choice; either to live under conditions in which smallpox, typhoid fever, diarrhea, dysentery, and cholera flourish; or to live under strict regulations, which make these diseases far more of a rarity in military than in civil life. Your good sense would lead you to choose the latter. Bear this in mind. See to it that you cooperate with enthusiasm in the measures that will be taken to keep your camps clean, comfortable, and healthful.

One of the pests of camp life, if perfect cleanliness is not observed, is the presence of swarms of flies. Flies are not merely annoying.

They are dangerous. Somebody has said, with perhaps a slight exaggeration, that to soldiers they are more dangerous than bullets. This is because flies carry disease germs. They feed on manure, garbage, uncovered food, human excreta, and the like. They also lay their eggs wherever refuse of the same kind is found. The best way to keep flies away from camps is to destroy the places where they breed and feed; in other words, keep the camp spotlessly clean.

For this reason the daily "policing" (or cleaning up) of the camp is a matter of first importance. You will be required to keep your company street free from even small objects, bits of food, and the like, which might attract flies or other insects. At least once a day a squad will be detailed to inspect and clean every square foot of space in or near your living quarters. This is a duty which an experienced soldier usually performs with more interest and thoroughness than the raw recruit; for he more clearly realizes its importance.

The best safeguards against disease, either in the army or out of it, are soap and sunshine. You will be required to keep everything in the camp well scrubbed and well aired. If it were not required, you would doubtless be anxious to do it anyway.

The good soldier is almost "fussy" in the care of his person, his clothing, his bedding, and his other belongings. Personal cleanliness includes using only your own linen, toilet articles, cup, and mess kit. Many annoying skin troubles and such diseases as colds and infectious fevers are often passed from one person to others by using articles in common.

In the training camp there will be plenty of shower baths, and you will, of course, make free use of them. If in temporary camps or at any other time you can not obtain a bath, give yourself a good stiff rub with a dry towel. Twice a week, or oftener if necessary, your shirts, drawers, and socks should be washed and fresh underclothes put on. In case it is necessary to sleep in your underwear, as it probably will be, put one aside to wear at night, so that you will always feel fresh and clean in the morning.

The scalp should be thoroughly cleaned about as frequently as the rest of the body. This will be made easier if you keep your hair cut short.

The teeth should be brushed at least once a day; twice a day is better. Neglecting this practice will cause decay of the teeth, resulting in failure to chew food thoroughly and probably ending in stomach troubles.

Cleanliness includes also the practice of emptying your bowels at least once a day. Get into the habit of doing this at a certain time each morning. It is a habit that can be cultivated, just like any other habit. Do not let a little personal inconvenience or laziness stand in the way.

The Medical Corps of the Army and your own officers will use every means within their power to safeguard and improve your general health. Within recent years better methods of medical supervision have greatly reduced the losses and the disabilities due to warfare.

The increased power of weapons has been more than met by increased efficiency in maintaining the health of troops and in caring for those who are wounded.



But the responsibility for keeping yourself in good health can not rest wholly upon your officers. Just as in civil life, you are expected to use a reasonable amount of good sense in looking after yourself. You will do this partly because it adds to your own comfort and safety. You will take care of yourself, also, because it is a duty that every soldier owes to the country.

You will have plenty of fresh air, exercise, and good food, which are, after all, the chief essentials of good health. It should be a comparatively easy thing for you to look after the smaller things.

## LESSON NO. 7.

### YOUR HEALTH.

The living conditions in the Army are just what most vigorous men need for their physical well-being. Every day brings an ample amount of exercise, fresh air, and good food. Yours will be a very unusual case if you do not find yourself after a few months stronger, healthier, and more buoyant than you have ever been in your life.

It is true, on the other hand, that extreme exertion in marching or fighting may in time be called for. But this will not be until you are thoroughly trained and fit. The periods of strain or exposure will probably be short and are not likely in themselves to do you any real harm. At any rate you owe it to yourself—and, what is more, you owe it to the country—to make yourself “fit” at the earliest possible moment. Sick men can not do much toward winning this war. In the Army they are not only a loss but during their sickness a positive handicap.

There are a few simple, common-sense rules to follow, which are briefly summed up in this lesson.

Everything you eat will be carefully inspected by the officers in charge of that duty. You will have plenty of fresh meat, bread, potatoes, and other vegetables, and other simple and nourishing food. As a general rule, you should eat nothing not supplied in your company mess. Especially avoid green or overripe fruit and the inferior “soft drinks” which will be put before you in shops and by peddlers outside the camp limits.

Your chief care in connection with food will be to chew it thoroughly and eat it slowly. Don't drink excessive quantities of water, tea, or coffee with your meals; this is rather a common fault among soldiers.

Avoid needless exposure. You may be often called upon in the line of duty to march through mud and rain. So long as you are actively on the move it will probably do no harm. As soon as you are off duty, however, take proper care of yourself. Give yourself a rub down and if possible bathe your feet and change your clothing. Use a little extra care to protect your belly from getting chilled; it may save you some annoying attacks of cramps and diarrhea.

If you come in from exercise or drill sweating freely, try to cool off gradually instead of allowing yourself to get chilled. Even in hot weather throw a light coat or wrap over yourself for a few minutes.

One of the most important rules of all is to be careful about drinking water not provided in the camp or recommended to you by medical or company officers. If pure water is not at hand, it is better to drink boiled water or weak coffee or tea. Boiling kills the disease germs.

If you are in the habit of using tobacco, be moderate, especially while you are on the march or just before taking strenuous exercise. Your smoke will do less harm and at the same time will be much more enjoyable if you wait till you can sit down quietly during one of the periods of rest.

Eight hours of each day are set aside for sleep. This is ample, but not too much for most men. Even if you can't sleep for any reason, lie still and get a good rest during those hours.

The medical officer will be ready to do everything he can to keep you well. Don't hesitate to report to him if you need any attention even for slight ailments. Every day at "sick call" any soldier who is not feeling well may ask for medical treatment.

It is frequently assumed by well-meaning critics that illicit sexual intercourse and venereal diseases are more common in the Army than in civil life. This is probably a mistaken impression, due largely to the fact that statistics of these diseases are collected in the Army, whereas the corresponding figures for civilian life are incomplete. In the new Army the evils of sexual immorality will be reduced to a minimum. The men will find their time and energy so fully occupied that they will have fewer temptations and dangers of this type than in everyday civil life.

One of your obligations as a citizen-soldier is to conduct yourself in such a way as to create and spread the true impression—namely, that the National Army is made up of men too much in earnest in the great task assigned to them to indulge in lewdness and vice.

The only sure safeguard against venereal disease is to avoid illicit intercourse. A clean life is the best guaranty of sound health. To maintain a clean life, keep away from those things which tend to promote sexual excitement and desire, particularly obscene conversation, reading matter, and pictures.

The moral reasons which should impel every self-respecting man to avoid debasing himself by sexual vice are well known to every man who joins the National Army and need not be recounted here. In addition to the moral reasons, there rests upon every soldier the especial duty of avoiding everything that may unfit him for active and effective service. This obligation in the present crisis is even greater and more urgent than in normal times. The soldiers of the National Army will be expected and required to maintain especially high standards of conduct and to honor the uniform they are privileged to wear.

## LESSON NO. 8.

### MARCHING AND CARE OF FEET.

The new soldier seldom understands how important it is for him to learn to march and to develop his muscles so that he can easily carry his arms and equipment. "Marching constitutes the prin-



cipal occupation of troops in campaign." (Infantry Drill Regulations, par. 623.) Modern trench warfare in Europe has for the time being reduced the amount of marching required in campaign; yet it remains just as important an element in the soldier's training as it ever was.

In order to march for long distances the soldier's feet must be in good condition. As has been aptly remarked, "the infantryman's feet are his means of transportation." Special attention should be paid to the fitting of shoes and the care of the feet. Marching shoes should be quite a little larger than shoes for ordinary wear. "Sores and blisters on the feet should be promptly dressed during halts. At the end of the march feet should be bathed and dressed; the socks, and if practicable the shoes, should be changed." (Infantry Drill Regulations, par. 627.)

You will learn in time the practical rules for taking care of your feet that are followed by experienced soldiers. You will avoid considerable discomfort, however, if you learn some of these rules now and put them into practice from the very beginning:

1. See that your shoes are large enough. They will at first look and feel unnecessarily loose. This is needed because it has been found that feet swell and lengthen on marches, especially when carrying packs. But shoes fitted this way will give you no corns, bunions, blisters, or other foot ills. In fact, they will cure any that you may already have.

2. Take pains to keep your shoes in good condition. It is a good idea to apply a light coat of neat's-foot oil, which will both soften the leather and tend to make them waterproof. Don't neglect to smooth out wrinkles in the lining of the shoe. "Break in" new shoes before wearing them on long marches.

3. Wear light woolen socks, such as will be issued to you. See that you have no holes or wrinkles in them. If a hole has been worn and can not be mended at once, change the sock from one foot to the other so that your foot will not be irritated more than is necessary.

4. Keep your feet, socks, and shoes clean. When on the march try to wash your socks at night and put on a clean pair every morning. Bathe the feet every evening, or at least wipe them off with a wet towel.

5. Keep your feet scrupulously clean. A foot bath can be taken, when other facilities are not at hand, by scraping a small depression in the ground, throwing a poncho over it and pouring water into this from your canteen. Even a pint of water will do for a foot bath. You can bathe all over by making or finding a depression of suitable size and using your poncho as for a foot bath.

6. Keep your toenails trimmed closely and cut them square across the ends. This will tend to prevent ingrowing nails. By all means avoid the common error of rounding the corners of the nail and cutting it to a point in the center.

7. In case a blister is formed while on the march, open the edge of the blister with the point of a knife or a needle that has been heated in a match flame. Be sure to squeeze all the fluid out of the blister. To leave any in it may make it worse. Do not pull off the loose skin but press it back. Then put on an adhesive plaster, covering the skin well beyond the edges of the blister, putting it on as

tightly as possible without wrinkles. In the same way, put an adhesive plaster over any red or tender spots.

8. In case any tendons become inflamed or swollen (usually due to lacing the legging or shoe too tightly or to some other unnecessary pressure), soak the foot in cold water, massage the tendon, and protect it as much as possible by strips of adhesive plaster. You should report to a medical officer at your first opportunity to make sure that the trouble does not grow worse.

One sign of a green soldier is his tendency to drink too much water while on a long march. The experienced man gargles his mouth and throat once in a while, but drinks only in sips and does not overload his stomach with either water or food.

After you have arrived in camp and have cooled off you can drink slowly as much as you desire. It is, of course, unwise to eat fruits, candy, soft drinks, ice cream, and the like while on the march.

Another sign of a green soldier is a carelessly adjusted pack or any other equipment not neatly and securely fastened. Your comfort on the march depends very largely on the care and judgment used in getting ready. All your equipment has been so designed that it need not interfere with the free movement of your arms and legs. Your pack should be strapped to your back in such a way that you can stand erect and breathe freely. There should be no pressure on any of the soft parts of the body. You will march most easily if you keep your body erect and do not permit yourself to slouch or sway from side to side.

When the command is given to halt and fall out for a few minutes loosen your pack and rest back on it in a sitting and lying position. If possible, lie with your feet higher than the head, so as to let the blood flow out of the legs into the body and rest your heart. During the first few halts you may not feel tired, but rest as completely as you can anyway. Look forward to the end of the march and try to handle yourself so that you will be strong and fresh at the finish.

At the first halt it is well to readjust the pack or any part of the equipment not entirely comfortable. If your shoes or leggings are laced too tightly, this is the time to loosen them.

A cheerful attitude is one of the best aids to a soldier on a trying march. Singing and whistling on the march is usually not only allowed but encouraged. They help wonderfully to make the long road seem shorter.

These are all very simple rules, but none the less important. Keep them in mind. Some men never learn except from their own hard experience; but it is expected of the men in the National Army that they will have the good sense to see the value of these suggestions and to apply them from the very beginning.

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## LESSON NO. 9.

### YOUR EQUIPMENT AND ARMS.

Each soldier in a modern army carries with him sufficient food, clothing, shelter, fighting arms, and ammunition to take care of himself for a short period in case he should be separated from his



company. The total weight of his load, in addition to the clothes he wears, is 50 to 70 pounds. The number of articles is surprisingly large. They are so devised, however, that by ingenious methods of packing and adjusting they can all be carried with the least possible effort.

You are personally responsible for all the arms, clothing, and supplies issued to you. The trained soldier keeps track of them. He knows immediately at any time where every one of his belongings is to be found. You are required to keep them in good condition. In case you need other articles, they may be issued to you, but their value in that case will be deducted from your next pay.

You will receive on enlistment an ample supply of clothing, including not only your uniform, but extra shoes, shirts, underclothes, and socks. You may not be able always to keep your clothing spotlessly clean. But when it becomes dirty or spotted take the first opportunity to clean it thoroughly.

Your shoes must be cleaned and polished frequently. Wet shoes should be carefully dried. Army men frequently dry their shoes during the night by taking a few handfuls of dry, clean pebbles, heating them in a meat can or kettle until they are very hot, and then placing them in the shoes. So long as the pebbles are hot move them about once in a while by shaking the shoes. Take care not to heat the pebbles so hot that the shoes will be scorched.

In general, see to it that all your clothing is as neat and clean as possible at all times. Mend rips and sew on buttons without delay. This will add to your comfort as well as appearance.

Wear your hat straight. Don't affect the "smart-aleck" style of tilting the hat. Keep all buttons fastened. Have your trousers and leggings properly laced. Keep yourself clean shaved. Carry yourself like a soldier.

Bear in mind that there is a tendency in camp life for men to become careless and untidy. You must use every means to counteract this tendency. For this purpose the customs and regulations of the Army emphasize the necessity for personal neatness and cleanliness. The good soldier keeps close watch on himself.

Besides his extra clothing a soldier carries a blanket; a rubber poncho; a canteen; a mess kit, including meat can, knife, fork, and spoon; a cup; toilet articles; a first-aid package; and some minor belongings.

One of the most useful pieces is one-half of a shelter tent, with rope and pins. The shelter tent is said to be a French invention which was introduced into the American Army during the Civil War. In the Army it is often called a "dog tent," evidently because of its shape and small size. Two men can combine their halves and set up a shelter tent in a few minutes. While it can not be described as roomy, it is just what its name implies, a "shelter" from wind and rain. It is used only in temporary camps.

Your chief fighting tools will be a rifle, a bayonet in a scabbard, a cartridge belt, and an intrenching tool. Other weapons or defenses needed in modern trench warfare will be referred to later. Do not under any circumstances lose track of these articles while on field duty. So long as you possess them, you are an armed soldier capable of defending yourself and of performing effective service. Without

them you are for all practical purposes helpless. Of course, this statement does not apply strictly to those men who are armed in some other way, such as those who are serving artillery or machine guns.

The rifle is the soldier's closest friend. His first thought should be to guard it and care for it above all his other possessions. He expects it to take care of him in emergencies. In ordinary times he must take care of it.

In caring for a rifle it is especially important to keep the bore clean. In so doing be sure to avoid injuring the delicate rifling which causes the bullet to spin as it is forced out and thus greatly increases the accuracy of firing. Never put away a rifle that has been fired or exposed to bad weather without first cleaning it. Never lay a rifle flat on the ground. Rest it securely against something. In lowering the rifle to the ground, whether during drilling or at any other time, see that it touches the ground gently.

Don't play with your rifle. A rifle or revolver, whether loaded or unloaded, should never be pointed at a person unless you fully intend to shoot that person, if necessary, in the performance of your duty. When a firearm is put into your hands you are intrusted with a great responsibility for its proper use.

Anybody in normal physical condition can learn to be a good shot. Two of the most important points to remember are to *take a deep breath* just before completing your aim so that you may hold the rifle with perfect steadiness, and to *squeeze the trigger* so that the gun will not be jerked from its aim at the moment of firing. When you become an expert marksman (provided you have also the courage which permits you to remain cool and collected on the battle field) you will have added immensely to your value as a citizen soldier. The simple fact that you qualify as a marksman will give you more self-confidence and self-control.

The amount of ammunition which an American infantryman carries into battle is usually 220 rounds. In an advanced firing position, where it is difficult to bring up reserves of ammunition, it is necessary to be economical. Bear this in mind during your target practice and learn to make every shot count.

In modern warfare the intrenching tool is an essential part of your fighting equipment. The eight men in each squad carry these 8 tools: 4 shovels, 2 pick mattocks, 1 polo or hand ax, and 1 wire cutter. In ordinary soil you can quickly throw up a shallow trench which will protect you to a great extent from the enemy's fire. After a trench has once been started, it can be deepened and extended, even in the face of the enemy, without the soldier exposing himself to direct fire.

Don't look on practice in digging trenches as if it were drudgery. Skill in seeking and making cover from the enemy's fire is far from being a sign of weakness on the soldier's part. Rather it is a sign of the determination and courage that mark a really efficient fighting force. The day has gone by when either officers or men are expected to stand out in the open. They should use every effective method of self-protection so long as it helps to gain ground and defeat the enemy.



**LESSON NO. 10.****RECREATION IN CAMP.**

- While your days in the cantonments will be spent chiefly in drilling and other forms of training, you will have a considerable amount of time left free for your own use. Under some conditions permission may be given at times to leave the cantonment for short periods. However, this is a matter to be regulated in each camp.

If you do go away from the camp on leave, you will continue to wear your uniform, and will keep in mind always that you remain a soldier, subject to certain requirements that are not so definitely imposed on civilians. In meeting officers, whether in camp or outside, you are expected always to treat them with proper courtesy and respect. You should remember also, even though you are not directly under supervision, to keep up your soldierly neatness and bearing.

Congress has provided that "it shall be unlawful to sell any intoxicating liquor, including beer, ale, or wine, to any officer or member of the military forces while in uniform," an exception being made in a case of liquor required for medical purposes. Under authority of the same act it has also been ruled that alcoholic liquors shall not be sold within 5 miles of any military camp, an exception being made in case there is an incorporated city or town within that limit. It has further been provided that "the keeping or setting up of houses of ill fame, brothels, or bawdy houses within 5 miles of any military camp \* \* \* is prohibited." All these provisions and restrictions are in the interest of every right-minded soldier. They go a long way toward insuring clean and healthful living conditions in the camps. They will help to make every soldier more efficient and better able to give a good account of himself.

One of the centers of Army life in camp is the post exchange, at which articles for personal use, knickknacks, soft drinks, and so on, are sold. You will be safe in depending on the good quality and fair price of everything offered in the post exchange.

In general the matter of providing for recreation and personal comforts in the cantonments has been intrusted by the Secretary of War to a small body of men known as the Commission on Training Camp Activities. The commission includes an Army officer and representatives of organizations that have had much experience in meeting the needs of men of the type who will go into the National Army. It will have the cooperation of the Young Men's Christian Association and the Knights of Columbus. Other associations may also work with the commission. This task of attending to the social needs of the soldiers has been organized with almost as much care and thoroughness as the bigger task of making ready for the firing line.

The Young Men's Christian Association is building a hut for the men in each brigade. In these huts moving-picture or vaudeville shows will be given every night. Writing materials can be had for the asking. A piano will be at hand. The Knights of Columbus will have one large building in each camp, in which there will be facilities of the same kind.

Both these organizations will conduct religious services every Sunday. Men of all creeds will be welcome. The secretaries and

other officers in charge will be glad at any time to talk over any personal problems and to help you in any way they can. They are picked because of their willingness and skill in rendering service. They will always make you welcome. Get in touch with either of these organizations as soon as you have opportunity after you reach camp. The chaplain attached to each regiment also looks after the spiritual and moral welfare of the men.

In every cantonment there will be a complete library building where you will be able to obtain books and magazines of all kinds. This is arranged with the help of the American Library Association.

In each cantonment the Commission on Training Camp Activities is erecting a large auditorium. This is to be used partly as a theater and partly for athletic instruction. Some of the best theatrical companies in the country will put on Broadway productions for your benefit. These performances will be free. A place will be provided for everyone.

Those men who like singing will have plenty of chance to enjoy "sing songs" on a big scale. The commission has secured the services of well-known chorus leaders to take charge of camp singing.

A great deal of attention has been given to athletics. An expert will give boxing lessons to large groups of men. This instruction is voluntary, but it will be well worth your while to attend.

In some of the camps where bathing beaches are not far away instruction will be given in swimming.

Team athletics, such as baseball, basketball, and football, will be developed under the guidance of expert coaches. One of the members of the commission will be in general charge of this line of activity in all the camps.

Of course all these facilities are for use in your spare time only. They are not to interfere with the steady process of training which alone can make you a real soldier. However, you will enjoy your hours of recreation all the more because they have been preceded by hours of hard work. The recreation as well as the work has its place in the general plan for turning out an efficient army of self-reliant citizen soldiers in the quickest possible time.

## LESSON NO. 11.

### PLAYING THE GAME.

There is a gripping interest about the soldier's life that makes a strong appeal to vigorous Americans. This is doubly true in time of war, when the soldier has a serious object in view and gives his whole mind to his new duties.

You will find this interest growing as you advance. New scenes and associates will bring you a new point of view. You will be less wrapped up than you have been in many purely personal questions. You will cut loose from many of the petty details which tend to smother a man's individuality. You will devote more time to thinking.

The healthy good fellowship of the                      also can not fail to  
stimulate you. Thousands of men d                      walks of life can

not be thrown suddenly together without bringing to light many qualities previously unknown. You will probably become better acquainted with yourself than you have ever been before.

In order to get the most out of this new life, you must devote yourself to it heart and soul. A good start is half the battle in making your way in the Army. Even if you are not now much interested in military affairs—if you are entering the service, not because of personal inclination, but solely because it is one of your obligations as a citizen—you are going to become keenly interested after you once get into the swing and spirit of the Army. This will be true in at least ninety-nine cases out of every hundred. Recognize it now and play the game hard from the very start.

#### YOUR MONTHLY PAY.

While the men in the National Army are serving at the call of duty and not for money, nevertheless everyone will be paid more than enough to take care of all necessary expenses. These expenses are very slight. Clothing, food, and transportation are provided by the Government. In addition, the private soldier receives \$30 per month while he is in the United States and \$33 per month while he is abroad. Following is a table which shows the pay for some of the higher non-commissioned ranks:

Rank.	Monthly pay.	
	In United States.	Abroad.
Private.....	\$30.00	\$33.00
First-class private.....	33.00	36.00
Corporal.....	36.00	40.00
Sergeant.....	38.00	41.00
First sergeant.....	51.00	62.00

A man may allot such portions of his pay as he desires for the support of his family or relatives. He may deposit his savings with any quartermaster in sums of not less than \$5. The quartermaster will furnish to each depositor a book giving record of his deposits. On the discharge of a soldier (but not before) the total amount of his deposits will be entered on his final statement and will be paid to him on presentation of his deposit book.

The rate of interest allowance is 4 per cent. This is one convenient method of saving money which many soldiers will desire to use. It is easier to save in the Army than it is in civil life.

Saving money is not only good in itself but is a sign that you are concentrating your time and energy on your military duties; that you are really playing the game.

The majority of the men who join the National Army are old enough and have sufficient good sense and self-control to conduct themselves properly, both on duty and off duty, without special advice or supervision. However, some suggestions may prove helpful.



A man in uniform is always regarded, whether he wishes it or not, as a representative of the army to which he belongs. See to it that you conduct yourself in such a way to add your bit, not only to your own reputation, but to the reputation of the Army and of the country.

#### MAKING USE OF SPARE TIME.

The use that a man makes of his time off duty is a good test of his character and of his capacity for growth. The good soldier is self-restrained. Don't spend your time repeating indecent stories. They add nothing whatever to your standing, either with the men to whom you tell them or with your officers. Avoid boisterousness, vulgarity, and profanity.

This doesn't mean at all that you should keep yourself in the background or that you should fail to be a good "mixer." Let your personality stand out. Broaden your influence by every proper method. But use your personality and your influence to help the men in your own squad and company carry on their work and prepare as quickly as possible for the big task ahead of you.

Save some of your spare time for study. The manuals and drill regulations will grow more and more interesting to you as you become more familiar with your new duties. Memorize some of the important passages. Make yourself an authority on everything that pertains to company drill.

These are simple rules that will help any man, whether in or out of the Army, to make himself liked and respected. They are easy rules to observe. Follow them, and you will add greatly to your enjoyment of Army life and to your chances for promotion.

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### LESSON NO. 12.

#### TEAMWORK IN THE ARMY.

So far in this course we have been taking up some of the problems which each soldier has to face and solve for himself; how to adjust himself as quickly as possible to the routine of camp life; how to keep himself and all his belongings clean in spite of the difficulties in the way; how to look after his own health and comfort; how to take care of arms and equipment; and how to get real enjoyment, as well as benefit, out of Army life.

If the course were to stop just at this point it might leave in your mind a false impression. For after all the soldier is not an individual player in the great game of war; he is valuable chiefly as a member of a team. It is a team of enormous size. It is organized in rather a complicated way. This team we call the Army.

Your Army life will be more interesting if you know in a general way how the team is organized. This will enable you to see more clearly where you fit in and what is expected of you.

If you have been working for a business concern you are already familiar with many of the elements of Army organization. You have been in touch with the same things under different names.



**NEED FOR TEAM WORK.**

In a factory or store or office—wherever large numbers of people are working together—there is almost always some one in direct charge of each group of workers. This person may be called a foreman in the shop, a chief clerk in an office, a floor walker in a department store, or by any one of a number of other titles; in the Army we call him a corporal or a sergeant. Going up a step, you know that in every large concern there are numerous officers who take charge of various departments of the business such as the superintendent, the traffic manager, the advertising manager, the sales manager, the secretary, the vice president, and so on; in the Army we call the men in corresponding positions captains, majors, colonels, and generals. Finally, you have at the top of the business concern a president or a general manager, who directs everything; in the Army he is a commanding general.

This general likeness between business organization and Army organization is helpful, but must not be carried too far. There is one vital difference: The average business concern is somewhat easy-going; the responsibility for each piece of work is not always definitely fixed. In the Army everybody, on the other hand, is held to the strictest account. There is very seldom any doubt as to the man to be held responsible for each task.

**RESPONSIBILITY ALWAYS FIXED.**

Within each rank, from major general to private, every man has his individual ranking, depending upon his length of service in the office which he holds. This ranking insures that in every situation somebody always has authority and is responsible for whatever is done. Even if two private soldiers are working together without supervision, the one who has been longer in the service takes charge and the other must obey his orders. This rule applies everywhere.

In civilian life there is time for argument. You may have better ideas than your boss about how a certain thing should be done and possibly may convince him and get his original orders changed. In Army life nothing of this kind can be permitted. The officer in charge always has the full responsibility. Whatever orders he gives must be instantly obeyed. It is far better to take action, even though the thing may not be done in the best possible way, than it is to stand still and debate. Lack of immediate action in the crisis of a battle might mean that the Army would be defeated, thousands of lives lost, and possibly the honor of the country stained.

Think over this difference between Army organization and civilian organization. The longer you think about it, the more clearly you will see why your own interests demand that you should fit into your place in the Army and follow instructions much more strictly than is necessary in civil life.

The Army is governed by military law. This means that soldiers are not brought to trial in civil courts, except for certain serious crimes, but are subject to military courts of inquiry, summary courts, and courts-martial. However, this will never be a question of much importance to the great majority of men in the National Army.

## SUCCESS IN WINNING VICTORIES.

Success in winning victories is the object for which the Army exists. In comparison nothing else counts. Every officer and every soldier must be ready to make any sacrifice, big or little, to accomplish this object. An officer may spend years in working out solutions to military problems, only to find in the end that all the credit for what he has done is swallowed up in the general reputation of the Army. If this proves to be the case, he has no cause for complaint. It is the rule of the Army that everything must be done "for the good of the service."

In the same way you may be called upon to carry through some dangerous mission or to perform unpleasant duties. Every such call is an opportunity to show your loyalty to the service and to the Nation. Remember in all these cases that hundreds of thousands of other men in the Army, from top to bottom, like yourself are working first and all the time for the success of the team.

It is usually the Army with the strongest team spirit that fights its way through to victory. Try to cultivate that spirit in the National Army, both in yourself and among your comrades.

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LESSON NO. 13.

## GROUPING MEN INTO TEAMS.

NOTE.—This lesson is based upon the present organization of the United States Army. Some changes may be made later.

The smallest unit or "team" in the Army is the squad. A squad usually consists of eight men, one of whom is the leader; he is called the "corporal." You will be assigned to a squad almost at once on entering the Army. At first you may be shifted about considerably from one squad to another, but within a short time you and seven other men will be brought together as a permanent team. This means that you will work together, drill together, and sleep in the same tent or in the same section of the barracks. You will come to know the other men in the squad through and through and they will become equally well acquainted with you. Some of them will probably grow to be your close and lifelong friends. On the other hand, there may be one or two men whom you dislike or do not respect.

## THE SQUAD UNIT.

In any case remember this: The eight men in a squad form a team in the same sense that a baseball nine or a football eleven is a team. Your squad is competing with all the other squads in your company. Whenever it shows itself especially well drilled, quick to learn new duties, or careful in respect to cleanliness and general bearing you pile up a few points in your favor. The umpires are the officers of your company; and you may be certain they are watching your squad every minute of the day—not watching for chances to criticize, but watching hopefully for signs of soldierly spirit and intelligence.



It is your first duty to help your own squad make a good showing. Also it is to your own interest to do so. There is no more pleasure or reward for you in belonging to a poor squad than there is for a ball player in belonging to a losing team. Take pride in your squad and its good work. If you find you have one man among you who is lazy or childish, try to get him into a different attitude. Every squad has at least one weak link. The best way to handle him is to talk to him until you get him as much interested as you in making your squad rank as the best in the company.

Incidentally, your captain is not likely to overlook the best squad when it comes to picking men for promotion.

#### THE PLATOON AND THE COMPANY.

Two, three, or four squads (usually three) may be joined in the next higher unit, which is called a "platoon." The platoon, however, is not so permanent as a squad, but is formed whenever there is need for it in drilling or on the firing line.

Next comes the company, which is made up at full strength of 150 men; this is about 18 squads or 6 platoons. This number is "war strength" in our old tables of organization; the first division now in France has 200 men per company; it is probable the strength may be 250 per Infantry company. However, these figures for the number of squads and of platoons are never definitely fixed. A company in the field is very seldom at full strength, and it may be convenient at any time to change the numbers of squads and platoons.

The company is a permanent "team" in the sense in which we have been using that word. Its members always live together, eat together, drill together, and fight together. All the officers and soldiers in a company become well acquainted. Each man's points of strength and of weakness are known. Outside of your own company you will probably know very few men, only those with whom you come into touch by accident or while you are serving on some special duty. This is something worth thinking about. You are probably going to live, eat, drill, and fight with the other men in your company so long as you remain in the Army. The sensible thing to do is to conduct yourself in such a way as to command the liking and respect of these men from the very beginning.

Four companies are joined in a "battalion." The battalion is an important unit in the Army organization, but is not so clearly marked as either the company or the regiment.

#### REGIMENTS, BRIGADES, AND DIVISIONS.

The regiment consists of 3 battalions, making 12 companies. In addition, there are three special companies which do not belong to any of the battalions. These are the headquarters company, including the band and the color guard; the machine-gun company, to be referred to later; and the supply company, responsible for the regiment's food, ammunition, and other supplies. Counting in everyone, the regiment at full strength in our old tables of organization totals 2,058 officers and men. It will go more than this with the increase in strength of companies. Two thousand six hundred

and thirty-one is the strength of Infantry regiments in the first expeditionary division. The regiment is, of course, very seldom at full strength, but is never allowed to remain below a minimum strength of about 1,400.

The regiment is the unit that especially arouses the soldiers' pride and loyalty. The most cherished traditions of the Army are made up of the splendid deeds of famous regiments. The soldier identifies himself throughout his life by naming his regiment. His love for the Army centers in his regiment. His most sacred memories cluster around the regimental battle flags.

Two regiments are joined in a brigade. Thus the brigade is built up by assembling individual soldiers into squads; squads into platoons; platoons into companies; companies into battalions; battalions into regiments; and regiments into brigades.

Brigades may in turn be joined to form divisions, divisions may be joined to form corps, and corps to form field armies. All of the Army's divisions and separate detachments and departments taken together form the "big team"—that is to say, the United States Army. The make-up of the big team is treated in a later lesson.

## LESSON NO. 14.

### THE TEAM LEADERS.

Most of the men in the Army are private soldiers. Their work is of the greatest importance and deserves all the respect and praise which it receives. A great many men in the National Army, however, will be ambitious to rise to higher ranks. They will find plenty of encouragement and of opportunities for promotion.

If you are one of these men, don't allow yourself to forget the fact that you can win promotion only by proving your fitness in each duty intrusted to you. It is a rare case when a man is "jumped" several ranks ahead. As a rule, he climbs from one rank to the next higher rank after having demonstrated in each position his intelligence, honor, and reliability.

Even as a private, you may win advancement to the grade known as first-class privates. About one-fourth of the privates in each company may be given the rating "first class," which means in substance that they are regarded as skilled and trustworthy soldiers.

### NONCOMMISSIONED OFFICERS.

From the first-class privates are usually chosen the corporals. These are the squad leaders. They are appointed by the commanding officer of the regiment on the recommendation of the commanding officer of the company. In addition to the regularly appointed corporals each company may have one lance corporal. This is a temporary appointment made by the company commander for the purpose of testing the ability of some private whom he is thinking of recommending for permanent appointment. In case the lance corporal does not make a good showing, or for any other reason, he may be returned to the ranks when the commander of the company sees fit.



Next above the corporal in rank comes the sergeant. There are usually 9 to 11 sergeants in a company. Unless a sergeant has some other duty assigned to him, he is normally the leader of a platoon. There are, however, many special duties constantly assigned to sergeants. The first sergeant (in Army slang, the "top sergeant"), for example, keeps certain company records, forms the company in ranks, transmits orders from the company commander, and performs many other important tasks. The supply sergeant sees to bringing up supplies of all kinds to the company. The mess sergeant looks after food. The stable sergeant is responsible for the proper care of horses and mules. The color sergeant carries the national or regimental colors. There are many other grades within the rank of sergeant which can not be described here. You will gradually become familiar with them during your Army experience.

#### COMMISSIONED OFFICERS.

Sergeant and corporals are known as noncommissioned officers, because they are appointed by their regimental commanding officer. Officers of higher ranks are known as commissioned, since they hold their rank by virtue of a commission issued to them under authority of the President of the United States. The commissioned officer is thus on quite a different footing from the "noncom" (non-commissioned officer). He obtains his rank and authority from a higher source. He is treated with respect which is of a different character from that extended to a noncommissioned officer. This is one of the fundamental things in Army organization.

Lowest in rank among the commissioned officers is the second lieutenant. Above him comes the first lieutenant and above him the captain. These are the three "company officers." The captain is ordinarily the commanding officer of a company, while the lieutenants might be described as assistant captains. In the absence or disability of the captain, however, the first lieutenant takes his place and has full command, and in the absence or disability of both the second lieutenant takes the command.

Next above the captain is the major, whose proper command is a battalion. A step higher is the lieutenant colonel and above him the colonel, the commanding officer of a regiment. The lieutenant colonel ordinarily assists the colonel and in his absence takes the command. In case both the lieutenant colonel and the colonel are disabled or absent, the senior major takes the command.

#### THE GENERAL OFFICERS.

Above the colonel is the brigadier general, whose proper command is a brigade. Above the brigadier general is the major general, the highest rank at present held by any officer of the American Army.

One general, however, serves as Chief of Staff of the Army. As such he supervises all troops and departments of the military service. He in turn reports to the Secretary of War. The Secretary of War in his turn acts under the general direction of the President of the United States, who is the Commander in Chief.

The chain of authority reaches in an unbroken line all the way from the President to the newest recruit. If the President chooses to give an order which in any way affects the recruit, it passes through the Secretary of War, Chief of Staff, major general, brigadier general, colonel, major, captain, sergeant, and possibly corporal until the recruit is reached and the order obeyed.

Ordinarily only the most general instructions are issued by the higher officers. The manner in which these instructions shall be carried out is left to the judgment of officers in closer contact with the troops and with a more intimate knowledge of the conditions under which they are working.

## LESSON NO. 15.

### FIGHTING ARMS OF THE SERVICE.

We have spoken so far as if all soldiers were infantrymen; that is, as if all fought on foot armed with rifle and bayonet. As we all know, an army is much more complex. There are two other "fighting arms" of the service—the Cavalry and the Artillery. These three branches of the Army are sometimes called the "line," a term which comes down to us from the day when soldiers in battle were always drawn up in line. The other branches, to be described later, are included under the general term "Staff." However, the Engineer Corps and the Signal Corps are in part troops of the line, though they are herein described for convenience under the heading of "Staff branches of the service."

The Infantry is the backbone of the Army. "It is the Infantry soldier who must bear the greatest stress of battle, and war is more dependent for success upon his individual action than upon any other factor." By far the largest number of men in the National Army will go into the Infantry branch of the service. In the present war the importance of Infantry is even greater than in previous wars.

### THE VALUE OF INFANTRY.

It is not enough for Infantry to know how to defend itself. It must know also how to attack. It is not enough that it should be able to move forward in masses. The Infantry soldier must also have the intelligent self-reliance that will enable him to act as an individual; always, of course, within the limits of military discipline.

The chances for initiative in present-day warfare can best be illustrated by recounting the story of Michael O'Leary, a lance corporal of the Irish Guards in the British Army. On February 1, 1915, the Guards were ordered to retake a trench which had been temporarily lost to the Germans. O'Leary was off duty and need not have joined in the attack at all. But that did not stop him for a moment from using his courage and his brains to help his regiment win.

Jumping out of the trench he ran at full speed to a railroad cut on the right of the first German line, where he was partly under cover from the enemy's fire. With five shots in succession he killed or disabled five men before his comrades reached the trench. Not sat-

ished with this achievement he ran ahead until he came up from the railroad cut beside the second German line. Here was a machine gun. The officer in command had just pointed the gun at the Irish Guards in the first trench and had his finger on the firing button when he was dropped by a well-aimed bullet from O'Leary's rifle. He shot two other Germans who were attempting to fire the machine gun, whereupon the remainder of the squad threw up their hands and surrendered.

Thus it happened that when his company of the Irish Guards reached the second line without the loss of a single man they were amazed to find O'Leary ahead of them in complete possession. He was made a sergeant on the field, and later given a Victoria cross. After other exhibitions of bravery and initiative, the 25-year-old soldier became Lieut. O'Leary.

There is always an element of luck in such unusual achievements, but all the luck in the world is useless unless the soldier has developed his intelligence, spirit, and self-reliance during his months of training.

#### THE CAVALRY.

The Cavalry is armed with saber and pistol, as well as rifle. Since the early months of the present war there has been little opportunity to use Cavalry on the western front. For the most part the Cavalry forces of European armies have been fighting in the trenches as Infantry.

Under these conditions it has been determined to reorganize several of the Cavalry regiments of our Regular Army as Field Artillery. United States Cavalry, as such, is not to be used in Europe at present. Some good judges believe that the Cavalry will again come into its own before the war is ended, but on this question no final opinion can now be given.

The Coast Artillery, which handles the big-caliber guns guarding our chief harbors against naval attacks, is a branch distinct from the Field Artillery, which handles the smaller guns drawn by horses or motors and moved about with the rest of the army. The present field guns range in size from 3-inch caliber to 4.7 inches. The Field Artillery also handles howitzers, which throw heavy shells high into the air so that they will fall upon the target at a very steep angle.

The chief kinds of artillery ammunition are shrapnel and high explosives. The shrapnel is intended to burst in the face of the enemy and scatter a large number of bullets. The high explosives are used chiefly to blow up enemy trenches.

#### INCREASING IMPORTANCE OF ARTILLERY.

The importance of artillery has been very much increased during the present war. It is the most effective of all weapons in preparing the way for attack. In advance of an attack on a large scale there are often several days of continuous artillery duel, during which the big guns of both sides try to locate and put out of action the opposing guns. In fact, on the western front the artillery duel never entirely ceases.

The chief qualities of a good artilleryman are intelligence and tenacity. He must know his gun so well that he can not only play



his own part but, if necessary, can take the place of any of his comrades. He must have the courage that enables him to hold any position assigned to him until the order is given to move.

Similar to the artillery in many respects are the machine-gun troops. Machine guns shoot out a steady stream of bullets and have great value against an attack from the front. They may also be readily carried forward by attacking troops and used with great effect against the defenders of a position.

A skirmish line can not advance by walking or running when hostile machine guns have the correct range and are ready to fire. Machine-gun fire is not especially effective against troops lying on the ground or crawling. When opposed by machine gun, without Artillery to destroy them, Infantry itself must silence them before it can advance. Concealment and patient waiting for critical moments and exceptional opportunities are the special characteristics of the machine-gun service in decisive action. (Infantry Drill Regulations, pars. 542, 545-546.)

In handling machine guns, just as in handling artillery, intelligence and tenacity are the qualities most needed. There are numberless examples in the present war of courageous self-reliance on the part of individual soldiers in repairing or serving machine guns while under fire, and thus playing a big part in helping to win victories.

## LESSON NO. 16.

### STAFF BRANCHES OF THE SERVICE—I.

In addition to the three fighting arms—Infantry, Cavalry, and Artillery—there are nine branches of the Army known as the staff corps and department. In general their first and most important duty is not fighting but assisting those who do fight, by providing them with everything they need. Very few people outside the Army have a clear idea of the organization of these nine branches or of their duties.

Following are the staff corps and departments: General Staff Corps; Adjutant General's Department; Inspector General's Department; Judge Advocate General's Department; Engineer Corps; Signal Corps; Medical Department; Quartermaster Corps; Ordnance Department.

The first four of the staff branches just named are composed entirely of experienced and capable officers. The other five include enlisted men as well as officers.

### THE BRAINS OF THE ARMY.

The business of the General Staff Corps is to study military problems of all kinds, to work out the best solutions, and to report to the Chief of Staff of the Army. It is often called the "brains of the Army," and it would be hard to give a better description in a few words. The War College division of the General Staff Corps is devoted to the study and investigation of new and special problems.



In time of war some of the members of the General Staff Corps serve with the generals in the field and assist them in solving and handling their various problems. While on this duty, the senior General Staff officer acts as chief of staff of the commanding general. This position is not to be confused with that of Chief of Staff of the Army, who has general supervision of all military operations, both at home and in the field.

The Adjutant General's department has charge of all of the records relating to officers and enlisted men, issues orders to carry out the wishes of the commanding officer, and carries on military correspondence. In every battalion and regiment one of the officers of the line is detailed as adjutant to perform for his organization the duties just named.

#### MILITARY OBSERVERS.

The Inspector General's department observes everything that goes on and reports on the skill and general fitness of officers and troops. At intervals an officer from the Inspector General's department reviews the men in each organization; examines their arms, equipment, and supplies; looks over all records showing expenditures of money or distribution of property; and sends in a complete report, pointing out the good and bad features of the organization. In this way the higher officers are kept informed at all times as to the state of affairs in every section of the Army.

The Judge Advocate General's department is the legal department of the Army. It prepares opinions on legal questions for the guidance of other officers or departments, serves as the representative of the law in military courts, and keeps the legal records of the Army. Closely related is the office of Provost Marshal General, who has charge, among other things, of enforcing the selective-service law.

Unless you work your way up to a commission, it is not likely that you will come into touch in any direct way with any of the four staff departments just named. Their duties are reviewed here simply because it should be interesting to you to know how the great Army machine is kept well oiled and running smoothly even in periods of great difficulty.

You will frequently see the other five staff branches in operation, however, throughout your Army life.

#### THE ENGINEER CORPS.

The Corps of Engineers are the skilled workmen of the Army. They lay out permanent camps and entrenchments; build and repair military roads, railroads, and bridges, dig saps and mines under the enemy's trenches; and take care of other work which requires technical skill of this character.

Theoretically the Engineer Corps is not one of the fighting arms; but in practice they are often called upon to fight and to perform dangerous duties. They may build bridges or dig entrenchments, for example, under the enemy's fire. In modern warfare the engineers play a highly important—and often a heroic—part.

**THE SIGNAL CORPS.**

The Signal Corps is the message-bearer of the Army. It carries information and orders from one headquarters to another. It is to-day as essential to the conduct of a great army as the telephone is to the conduct of a great business.

At one time the Signal Corps transmitted messages chiefly through the use of flags, lanterns, heliographs (mirrors so arranged as to reflect and flash rays of light), and the like. Then came a period during which it was chiefly concerned with laying down and operating telegraph and telephone lines; and this is still one of its most important duties. However, the wireless is becoming more and more important, even on the battlefield.

A first-class signalman is expert with all these various methods. He is also a good horseman, since he must be able to move about rapidly. His duties may frequently carry him into the battle line and into other dangerous positions, and he must know how to defend himself; his chief weapon is the pistol. There is no branch of the service in which a man's intelligence, initiative, and technical skill count for more.

The Signal Corps of the American Army includes the aviation section, which has grown to be of such vital importance. The best-known types of airplanes are the scouting machine, which goes out to get information by flying over the enemy's lines; the bombing machine, which goes out to do as much damage as possible to the enemy's military works; and the swift fighting machine, which attacks enemy airplanes and protects the slower scouting and bombing machines. The work is dangerous, but partly for this reason is especially attractive to men of high intelligence and daring.

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**LESSON NO. 17.****STAFF BRANCHES OF THE SERVICE—II.**

The staff branches reviewed in the preceding lesson are the General Staff Corps, Adjutant General's Department, Inspector General's Department, Judge Advocate General's Department, Engineer Corps, and Signal Corps. The other three staff branches which all directly touch every soldier are the Medical Department, Quartermaster Corps, and Ordnance Department.

The Medical Department works along two distinct lines: First, it tries to keep everyone in the Army in good health, and for this purpose keeps close watch of the cleanliness of camps and buildings, of the quality and cooking of food, and the like; second, it provides ambulances, hospitals, and medical service for the proper care of sick or wounded men. The Medical Department includes the Dental Corps, the Hospital Corps, and the Nurse Corps. Its officers are experienced physicians who have passed rigid examinations. Its enlisted men are chiefly engaged in the difficult and often dangerous work of rescuing the wounded and transporting them to field and base hospitals.

Just as every man in the Army carries intrenching tools so that he may protect himself without the help of the Engineer Corps when



necessary, so he also carries a "first-aid packet," so that he may in an emergency perform some of the duties of the Medical Department. Every soldier learns how to give dressing and treatment to his own wounds when he is able to do so, and how to assist wounded comrades until men from the Medical Department arrive.

#### MEDICAL DEPARTMENT EFFICIENCY.

The Medical Department of the American Army is regarded as one of the best in the world. A soldier may feel assured he will receive every possible attention in case of need. The percentage of recoveries from wounds in the hospitals manned by Americans during the European War has been exceptionally high.

The Quartermaster Corps is the business manager of the Army. It furnishes food, clothing, and most kinds of equipment; provides horses and mules; arranges for transportation; takes charge of money; buys supplies; pays troops; and keeps on hand stores of supplies.

The importance of all this work can hardly be overstated. Napoleon said "An army travels on its belly," meaning that soldiers must be well fed and well supplied if they are to fight effectively. This is even more necessary to-day than it was in Napoleon's time. In modern warfare the scale of fighting and the quantities of supplies are so tremendous that the duties of the Quartermaster Corps are multiplied beyond any previous experience.

The officers of the Quartermaster Corps must be able business men. Many of them have held important business positions. The enlisted men of the corps are skilled in such occupations as blacksmithing, painting, driving teams and trucks, baking bread, and the like.

#### WORK OF ORDNANCE DEPARTMENT.

Of the same general character is the work of the Ordnance Department, which furnishes the guns, ammunition, and other supplies needed for fighting. Several times during the present war whole armies have been forced to retreat or have suffered severely because of the lack of munitions. The quantity of ammunition used daily is enormous. During the French offensive of June, 1917, 12,600,000 shots were fired from artillery guns.

In the actual theater of war the ammunition service is under the control of the Field Artillery. Bringing up supplies of ammunition to troops and to batteries in action is one of the most essential of all duties on the battle field. The wagons or trucks carrying ammunition must be driven when necessary within easy reach of the firing line. Sometimes there is an opportunity here for the display of resourcefulness and courage far above the ordinary requirements of the service.

At the second battle of Ypres in April, 1915, the Third Battery in the Third Brigade of the Canadian Field Artillery galloped into position within a few hundred yards of the German front, where they did gallant work fighting against overwhelming odds to hold back the enemy's onslaught. After a time it became necessary to

bring up high explosive shells. One of the Canadian gunners tells how they were brought:

"The ammunition wagon containing them came galloping across the open field under a heavy fire, the men lashing their horses and yelling like mad. The horses were simply crazed. Some of them had been hit with bullets, and when they neared our guns the men could not stop them. It looked as though they would go right on to the German lines. There was only one thing to do: The rider of the leading horses drew his revolver and shot them dead. They went down, with the other horses and men and the wagon rolling over and over them. With the high explosive shells we tore the trees to bits and left the whole place open; then our Infantry, quickly following up the advantage, drove the Teutons back."

#### THE FIGHTING TEAM.

When the three fighting arms and the nine staff corps are all brought together under one control they form what we may call "the fighting team." This is the team in which you and every other soldier must be ready to play your part.

The smallest unit in which all these branches of the service is represented is known as a division. Under present regulations an Infantry division is made up of three Infantry brigades; one brigade of Field Artillery; one regiment of Cavalry; one regiment of Engineers; one battalion of Signal Corps; one squadron of airplanes; together with field trains and combat trains carrying rations, baggage, ammunition, and all kinds of supplies. A division, therefore, is in itself a complete small army. When at full strength it includes 28,334 officers and men. A field army is made up of a number of such divisions.

### LESSON NO. 18.

#### ARMY INSIGNIA.

The uniform of the United States Army stands for democracy. It is almost the same for all ranks from private to commanding general—so much so, in fact, that it is often difficult to recognize a man's place in the service at first glance. But a closer view will tell the whole story to any experienced observer.

"Insignia" is the term used to include all the badges, buttons, braids, hat cords, and other devices which indicate these three things:

1. The rank of each officer or soldier.
2. His branch of the service or his special duties.
3. His personal experience or record.

An ordinary private's uniform carries no insignia of rank. When a man becomes a first-class private, however, in the Engineer Corps, Hospital Corps, Ordnance Department, Quartermaster Corps, or Signal Corps, he is entitled to wear on the sleeves of his coat and shirt the design of the department to which he belongs.

A lance corporal wears on his sleeve an inverted V-shaped bar. A corporal has two bars and a sergeant three bars. Below the



sergeant's three V-shaped (inverted) bars may appear a number of additional marks, indicating his duties. For example, a first sergeant has a diamond-shaped mark; the stable sergeant has a device representing a horse's head; the color sergeant has a star; the battalion quartermaster sergeant has three horizontal bars; the chief trumpeter has one bar and a device representing a bugle; and so on. All the cloth designs, such as those just described, which are sewn on the sleeves, are known as "chevrons."

#### INSIGNIA OF RANK.

Above the noncommissioned officers, rank is shown by various insignia on the shoulder loops of coats, on the sleeves of coats and overcoats, on the collars of shirts, and by hat cords. The most important are those made of metal and sewn on shoulder loops and shirt collars. A major general has two silver stars; a brigadier general, one silver star; a colonel, a silver eagle; a lieutenant colonel, a silver oak leaf; a major, a gold oak leaf; a captain, two silver bars; and a first lieutenant, one silver bar. A second lieutenant has no shoulder insignia. You can readily tell the rank of any officer by glancing at these metal insignia.

It is often quite necessary, however, to recognize that some one at a little distance is a commissioned officer in order that you may treat him with the courtesy due to all officers; in this case you look for the marks indicating that a man holds a commission without waiting to observe his exact rank. Until recently commissioned officers customarily wore leather leggings, while all enlisted men wore canvas leggings. However, leather leggings may now be worn by mounted men. The hat cord is another mark of rank which is easily observed; the hat cords of generals are gold; those of other officers are of gold and black. Another mark of an officer is a band of brown braid about 3 inches from the end of the coat sleeve. Officers of the General Staff Corps wear black braid instead of brown. On overcoats the braid is sewn on in loops, except that of general officers, who wear two black bands of braid.

Every branch of the service has its special color, which appears on the hat cords of enlisted men, on the chevrons of noncommissioned officers, and in many other places. These colors are:

Infantry, light blue.

Cavalry, yellow.

Artillery, scarlet.

Adjutant general's, inspector general's, and judge advocate general's departments, dark blue.

Engineer Corps, scarlet intertwined with white.

Signal Corps, orange intertwined with white.

Medical Department, maroon.

Quartermaster Corps, buff.

Ordnance Department, black intertwined with scarlet.

By remembering these colors you will often be able easily to recognize men and troops. In addition to these colors, every branch of the service has its own device, with all of which you will soon become familiar.

**REGIMENTAL INSIGNIA.**

The number of the regiment to which each man belongs is on the collar of his coat. All regimental numbers will run in three different series, showing whether each regiment was originally a part of the Regular Army, of the National Guard, or of the new National Army. The numbers of regiments formerly of the Regular Army will begin with the figure 1 and run up to the figure 100; those of regiments formerly in the National Guard will begin with figure 101 and run up to 300; those of regiments in the new National Army will begin with figure 301. The former National Guard regiments will show also their former State designations, as, for example, (1st Me.), (2d Pa.), etc. The device of regiments of the new National Army in the same way will show the State from which each organization, or the bulk of it, was drawn, as, for example, (W. Va.), (Minn.), etc. Thus you will easily be able to recognize not only the man's regiment but also the section of the country from which he comes and how he got into the service.

Your insignia should have—and will have—a big and deep meaning for you. You will come to respect them and to wish to honor them. You will find that they are more to you than pieces of cord and cloth and metal. Behind you are the heroic deeds of thousands of men who performed duties similar to those you now perform. Your insignia stands for the bravery, the skill, and the self-sacrifice which your rank and your branch of the service demand.

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**LESSON NO. 19.****THE ARMY SYSTEM OF TRAINING.**

The average American who has a job assigned to him wants to do it well. He doesn't care to dawdle over the job and make a mess of it. Nor does he care to make it a halfway success. He is determined to make it a full and complete success in the shortest possible time.

It is assumed that you are starting your Army training in this American spirit. Since you are undertaking the job of becoming a citizen soldier, you intend to be a good one. You don't want to waste any time in the process.

More than that, if you are ambitious and possess fair ability, there is no reason why you should always remain a private soldier. It is right that you should want to advance, just as you want to advance in civil life. The Army is anxious to have you advance just as soon as you are ready.

You will not, of course, become a corporal or sergeant or win higher promotion until after you have thoroughly mastered the duties of a private. Nor will all the men who would like to win advancement easily obtain it. There is only one way to get ahead in the Army, and that is to follow conscientiously to the end the regular system of training laid out for everybody.

Your training will be practically the same as that through which your officers have advanced in the early stages of military training. Every man in the Army must go through it.



**DRILL FORMATIONS.**

First, you will be instructed in the Infantry drill, as set forth in the Infantry Drill Regulations. This is the foundation of all your training. It is divided into close-order drill and extended-order drill.

"Close order" is defined in the Regulations as "the formation in which the units, in double rank, are arranged in line or in column with normal intervals and distances." Extended order, on the other hand, is "the formation in which the units are separated by intervals greater than in close order." These technical definitions are clear enough to those who are already familiar with military terms, but probably require some explanation for most of the men who are reading this course.

The diagrams below show at a glance what is meant. Figure 1 represents a small body of men in double rank arranged in close order.

\* \* \* \*  
\* \* \* \*

FIGURE 1.

The space between men standing side by side in rank is called the "interval." In the American Army the standard interval is 4 inches, measured from the elbow of one man to the elbow of the man next to him. This gives room enough for free movement and the proper handling of arms and equipment during drill. The space between a man in the front rank, and a man directly behind him in the rear rank is called "distance." The standard distance is 40 inches, measured from the back of the man in front to the breast of the man in the rear. In practice intervals and distances are, of course, not measured exactly. A well-trained soldier, however, soon learns to gauge them with sufficient accuracy and almost unconsciously keeps himself properly placed in relation to the men about him. It is essential that every man should learn to do this in order to maintain a reasonable degree of uniformity.

**FIGHTING FORMATIONS.**

Figure 2 represents a body of men in double rank arranged in column. The same intervals and distances are observed as in the line formation.

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\* \* \* \*  
\* \* \* \*  
\* \* \* \*

FIGURE 2.

An extended-order formation is represented below.

\* \* \* \*

FIGURE 3.

However, this is only one of an infinite number of extended-order formations. Intervals and distances may be irregular. This is the

formation used for skirmishing and at other times when it may be desirable to have each man control his own movements without attempting to conform exactly to the movements of the other men.

During drill in close order you will retain "the position of the soldier." In extended-order drill you will usually, though not necessarily, be allowed to take the positions that are most comfortable.

You should get in mind at the very beginning these distinctions between close order and extended order. By understanding them you will see more clearly what is required of you and how you can get most benefit out of your training.

## LESSON NO 20.

### CLOSE-ORDER DRILL.

Close-order formations are seldom used in actual fighting; nevertheless they should be thoroughly mastered. They have been worked out during centuries of experience as the best means of training men in soldierly habits of thought and action. They teach precision, teamwork, and that prompt and unhesitating obedience which is so necessary to military control. The fact that you and your comrades are thoroughly drilled will be your best protection in the hour of battle. It will give every man confidence in himself and in his comrades and will insure steadfastness in the face of the enemy.

However, close-order drill will not yield these results—it will be worse than useless—unless it is learned thoroughly and practiced with snap and precision. You must drill, drill, drill. It is one of the most essential steps in your training. Enter these drills with enthusiasm. Try to make a distinct improvement every day.

#### GRADES OF CLOSE-ORDER DRILL.

There are four sections or grades of close-order drill, which are called school of the soldier, school of the squad, school of the company, school of the battalion. The word "school" as here used, means a fixed method of training.

First of all, you will get the training included under the "school of the soldier." This training is in turn divided into two parts: Instruction without arms and the Manual of Arms.

The very first thing you will learn is the position of the soldier, which has already been explained in lesson 4, then you will be shown, among other things, how to face to the right or left or about in a soldierly manner, how to salute properly and how to march.

The Manual of Arms takes you a step further. It teaches you how to handle your rifle properly. It does not, however, include practice in firing or in bayonet combat.

In the school of the squad you will execute all the movements learned in the school of the soldier; in addition you will learn to keep your correct place in ranks, to stack and take arms, and to march as a squad. The school of the squad includes also some practice in extended-order drill.

The school of the company carries you still further in your training. In the close-order drill you will be taught to march in line



and in column and to execute a number of simple but very important movements. Most of these movements are by squads; that is to say, they simply apply to a number of squads working together, the same commands and movements already learned in the school of the squad.

#### SCHOOL OF THE BATTALION.

The school of the battalion in turn applies on a somewhat larger scale the movements you have learned in the school of the company. The commands of the major will be repeated to you by your own captain, or through him by your platoon commander.

The battalion is the largest unit in which an officer can make his commands heard and clearly understood by all the men; hence, it is the largest unit in which there is instruction in close-order drill. Regiments, brigades, and larger units are controlled through orders given to commanding officers which they carry out by issuing other commands or orders to the officers or men immediately under their control.

A very important thing for you to remember is that this progressive training in the close-order drill is all based upon some very simple movements which you will learn in the school of the soldier and the school of the squad. If you get these basic movements right so that you can perform them exactly and promptly—and you ought to be able to learn this in a very short time—you need have no fear of the complicated movements of the school of the company and the school of the battalion. In reality, these movements merely look more complicated, because they are carried out by larger bodies of men.

It can not be too strongly impressed on you that the closest attention to your training during the first few days will make your whole period of service much easier and more satisfactory. Don't lose your grasp on this thought. It is of the first importance. Put it into practice and it will help you to get ahead.

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### LESSON NO. 21.

#### EXTENDED-ORDER DRILL.

Extended-order drill will give your squad its first lesson in the methods of advancing against enemy lines actually used in present-day warfare. You will first be shown how to deploy as skirmishers. Moving at a run you and the other men will place yourself in one rank, the interval between men being about 15 inches, instead of 4 inches as in close-order drill. This is the simplest form of deployment, which may be roughly defined as spreading out a body of troops in thin open lines so that they may more easily advance even in the face of enemy fire.

This means that you become to a greater extent an independent unit. When pushing forward in skirmish lines you must rely in part on your own initiative and judgment.

The next step in extended-order drill is to practice kneeling, lying down, and advancing at a run. In the meantime, you will be getting

practice also in rifle loading, and a little later will begin to carry your rifle when advancing as a skirmisher and to practice loading, aiming, and firing from the skirmish line.

#### USE OF COVER.

One of the most important features of this part of your training will consist of learning to conceal yourself from the view of the enemy by taking advantage of hillocks, trees, heaps of earth, rocks, gullies, ditches, doorways, windows, or any other cover that may be at hand. Your object is to reach the enemy. The more skillful you are in the use of cover the smaller the chances of your being disabled during the attack.

But you are not to remain too long in one place, no matter how well you may be concealed. Your value as a soldier depends on your ability to advance from cover to cover, always selecting before you leave one place the position you are going to occupy. Learn that "a man running rapidly toward an enemy furnishes a poor target." Remember also that a man lying flat on the ground is not easily observed from the enemy's lines.

This principle applies also if you are ever fired upon while scouting or acting independently; drop to the ground and seek cover, and then try to locate the enemy.

These are some of the main points to keep in mind; many others will come up during your training. Gradually you will become highly skilled in this form of attack. Not only will your skill increase but also your confidence. You will learn in time that troops standing on the defensive behind entrenchments seldom fire upon an advancing enemy with steadiness and accuracy. The greater determination and energy you and your comrades show in the advance, the smaller will be the chances of your suffering severely from the enemy's fire.

The advance of a company in extended order is directed by commands transmitted to the individual soldiers chiefly by the use of signals, since the noise of the firing makes it impracticable to use the voice effectively.

#### PRACTICE FIGHTING.

The problem of each individual soldier is to obey the commands and at the same time to use his own judgment and skill in taking advantage of cover as he advances. It is especially important that you should obey at once any directions that may be given to you as to resetting the sights on your rifle and that the rapidity of your firing should be controlled by the orders of your captain.

Going a step beyond the extended order drill your company and regiment will take part in field and combat exercises, in which conditions and movements of actual warfare are reproduced as closely as possible. Here you will put into practice everything learned during your previous drilling. You will practice correct methods of attacking and of defending yourself both with the rifle and bayonet and with other weapons now in use. Don't fail to enter into the spirit of these exercises with as much enthusiasm and intensity as if you were on the actual battle field. Use your imagination. See the enemy

in front of you and act precisely as you would act if the enemy were real. Only in this way can you get the full benefit of these exercises.

Don't fail to keep in mind also that you are a member of a big team and that every member plays an important part in contributing to the success of the team.

The one requisite necessary to win the battle is intelligent teamwork. The Army is handled just like a football team. A part is on the first line facing the enemy. Another part, like the half backs, is held back as supports. Another part, like the full backs, is held as a reserve. Each unit, like each player, has a certain duty to perform. When the signal is given, all work together—all play the game—teamwork. (Manual for Noncommissioned Officers and Privates, p. 149.)

## LESSON NO. 22.

### GUARD DUTY.

In addition to drilling and fighting as a member of a squad, company, regiment, or other "team" of the Army, you will have certain important duties as an individual soldier. These duties call for a higher grade of intelligence and self-reliance and throw on you greater personal responsibility.

This is not something to be dreaded or avoided. As you develop the soldierly qualities you will jump at every chance to take responsibility and to distinguish yourself by the courage and good judgment with which you act.

Probably your simplest individual duty will be that of an interior guard. "Interior guards are used in camp or police regulations." (Manual of Interior Guard Duty, par. 3.)

In the training camp your company will be required at times to perform guard duty. This means that one or more of your commissioned or noncommissioned officers and a number of privates will be detailed for this duty. Customarily a detail of this kind continues for 24 hours, from noon of one day to noon of the next; each private takes his turn at standing guard.

### PERSONAL RESPONSIBILITY.

Guard duty is especially recommended as "of value in discipline and training, because of the direct individual responsibility which is imposed and required to be discharged in a definite and precise manner." (Manual of Interior Guard Duty, par. 8.) Your duties as a sentinel are best expressed in the general orders which every sentinel is required to repeat whenever called upon to do so. Memorize these general orders now and never permit yourself to forget them. Think them over and you will see that they are clear and exact. They are meant to be strictly obeyed.

My general orders are:

1. To take charge of this post and all Government property in view.
2. To walk my post in a military manner, keeping always on the alert and observing everything that takes place within sight or hearing.
3. To report all violations of orders I am instructed to enforce.



4. To report all calls from posts more distant from the guardhouse than my own.

5. To quit my post only when properly relieved.

6. To receive, obey, and pass on to the sentinel who relieves me all orders from the commanding officer, officer of the day, and officers and noncommissioned officers of the guard only.

7. To talk to no one except in line of duty.

8. In case of fire or disorder to give the alarm.

9. To allow no one to commit a nuisance on or near my post.

10. In any case not covered by instructions to call the corporal of the guard.

11. To salute all officers and all colors and standards not cased.

12. To be especially watchful at night, and, during the time for challenging, to challenge all persons on or near my post, and to allow no one to pass without proper authority.

Even though a sentinel be only a private soldier, he is in a position of real dignity and authority. He represents the commanding officer. He must be respected and the orders he gives as a sentinel must be strictly obeyed, not only by other soldiers but by officers, whatever their rank.

During the night the sentinel will challenge any person or party who comes near his post, calling out sharply "Halt. Who is there?" The person challenged, or one of the party, if there are several persons, may be permitted to approach for the purpose of giving the countersign or of being recognized. In case of doubt it is a sentinel's duty to prevent anyone from passing him and to call the corporal of the guard. "A sentinel will never allow himself to be surprised, nor permit two parties to advance on him at the same time."

#### DUTIES OF ORDERLIES.

Members of the guard may be assigned to duty as orderlies to the commanding officer or to other officers. "For these positions the soldiers will be chosen who are most correct in the performance of duty and in military bearing, neatest in person and clothing, and whose arms and accouterments are in the best condition." It is decidedly a compliment to any soldier to be designated to serve as an orderly.

An orderly usually accompanies the officer wherever he goes, assists or serves him in accordance with directions, carries messages for him, and the like.

Exterior guard duty consists of keeping watch at a distance from the main body of troops. When a camp is within possible striking distance from the enemy, it is necessary to place small parties of men at points where they may observe an approaching enemy, give the alarm, and, if possible, check or stop his advance. These parties are known as outposts.

When a large body of troops is on the march, advance, rear, and flank guards keep watch on the surrounding country. In general, their duties are similar to those of outposts.

#### SCOUTING.

One of the most responsible duties to which a soldier may be assigned is patrolling or scouting. An Infantry patrol usually con-



sists of from 3 to 16 men. It is sent out for the purpose of obtaining information as to the enemy, his numbers, and the nature of the country over which the patrol travels. It is not usually intended that the patrol should fight, since its prime purpose is to obtain and bring back information. However, it may be forced to fight, if discovered, in order to protect the escape of at least one of its members with a report of the information secured.

Every soldier should be able to find his way in a strange country; should know how to use a compass; should know how to locate the north star; should be able to travel across country, keeping a given direction, both by day and by night, and by observing landmarks he should be able to return to the starting point, whether over the same route or by a more circuitous one. This can easily be learned by a little practice. It adds a great deal to the value of a soldier if he knows how to use a map to find his way. If he knows how to make a rough sketch of the country, he has added to his value as a soldier very much indeed. (Manual for Noncommissioned Officers and Privates, p. 161.)

Of course, these remarks on guard duty can give you only a general idea of its nature and of your own responsibility. But enough has been said to indicate that any man has much to learn before he can be called a first-class soldier. You will find your months of training slipping by rapidly, especially as you become more and more interested in mastering the varied phases of your new occupation.

## LESSON NO. 23.

### GETTING AHEAD IN THE ARMY.

Since regimental and company officers have full responsibility for the efficiency of their teams, they are given corresponding authority in promoting men from the ranks to positions as noncommissioned officers. For all practical purposes their judgment as to the men under them is regarded as final.

One point as to which you may feel assured is the earnest desire of every officer to give promotion to the men who are best qualified—in other words, to select the men who have cultivated the soldierly qualities and in addition show capacity for further development and for leadership. The officers are fully as much interested in promoting men on the basis of merit as any of the men are interested in securing promotion. For the officers' own burdens are lightened and their success is increased almost in direct proportion to their ability to promote the right men.

#### CHANCES FOR PROMOTION.

The first rank above private is corporal. The corporal should be a real leader. He is expected to be more familiar with the various manuals and regulations and with the duties of the men in the squad than are the men themselves. He is expected also to use his influence strongly toward building up soldierly qualities among these men.

Among the qualifications which all noncommissioned officers should possess, the following have been selected by one military writer as being of the first importance:

1. Proficiency as guides in close-order drills, and particularly as column leaders in route marching.

2. Aggressive leadership, especially in drilling, marching, and fighting.
3. Ability to act as instructors.
4. Thorough knowledge of the elements of field service.
5. Thorough knowledge of interior guard duty.
6. Skill in range finding and in estimating distances, so as to assist men in firing accurately.
7. Proficiency in leading patrols.
8. Ability to prepare written messages that are clear, complete, and concise.
9. Ability to sketch and read maps.

This list will suggest some of the lines along which you should work whenever you have the chance. Many of the noncommissioned officers in the National Army will be chosen, not only because of the knowledge or skill they already possess, but also because they show capacity for further development and for leadership.

#### DEVELOPING SOLDIERLY QUALITIES.

This question of winning promotion all comes back to the question of making yourself a thorough soldier, of demonstrating that you possess loyalty, disciplined obedience, physical fitness, intelligence, cleanliness, cheerfulness, spirit, tenacity, and self-reliance—the nine qualities of a soldier.

The National Army must fit itself for effective service at the front in the shortest possible time. To accomplish this result it must produce out of his own ranks men who are fitted for promotion first to places as noncommissioned officers, either in the first contingent or more probably in later contingents.

This need is your opportunity. It is an opportunity not merely for personal advancement—which in time of war is a small thing to work for—but more than that, an opportunity to render to your country the most effective service of which you are capable. Strive to fit yourself for the duties and responsibilities of leadership. Make yourself count to the utmost in the victorious defense of American rights and principles to which the National Army will devote itself.

### LESSON NO. 24.

#### ARMY COURTESY.

You are careful to observe the ordinary courtesies in your civilian life. You would soon make yourself offensive to all your friends if you were in the habit of passing them with a cold stare or a discourteous nod.

These customary rules of good breeding apply in a slightly different form in the Army. There is the same reason for them in the Army as in civil life. Courtesy helps to make the great Army machine run more smoothly. It is the outward sign that the right relations exist among officers and men.

These right relations should be given expression both within the military camp and outside. "Courtesy among military men is indis-



pensible to discipline; respect to superiors will not be confined to obedience on duty, but will be extended on all occasions." (Army Regulations, par. 4.) The obligation to show proper courtesy is binding upon officers just as well as upon men. The commanding general of the Army is required to be courteous to you, just as you are required to be courteous to him.

#### IMPORTANCE OF CORRECT FORMS.

Courtesy among military men is shown by speaking and acting in a respectful manner. It is shown also by using the correct form of recognition. This correct form when meeting or addressing commissioned officers is known as the military salute.

In the old days the free men of Europe were all allowed to carry weapons, and when they met each would hold up his right hand to show that he had no weapon in it and that they met as friends. Slaves or serfs, however, were not allowed to carry weapons, and slunk past the free men without making any sign. In this way the salute came to be the symbol or sign by which soldiers (free men) might recognize each other. The lower classes began to imitate the soldiers in this respect, although in a clumsy, apologetic way, and thence crept into civil life the custom of raising the hand or nodding as one passed an acquaintance. The soldiers, however, kept their individual salute, and purposely made it intricate and difficult to learn in order that it could be acquired only by the constant training all real soldiers received.

To this day armies have preserved their salute, and when correctly done it is at once recognized and never mistaken for that of the civilian. All soldiers should be careful to execute the salute exactly as prescribed. The civilian or the imitation soldier who tries to imitate the military salute invariably makes some mistake, which shows that he is not a real soldier; he gives it in an apologetic manner, he fails to stand or march at attention, his coat is unbuttoned or hat on awry, or he fails to look the person saluted in the eye. There is a wide difference in the method of rendering and meaning between the civilian salute as used by friends in passing, or by servants to their employers, and the military salute, the symbol and sign of the military profession. (Manual for Noncommissioned Officers and Privates, sec. 6.)

#### PROPER WAY TO SALUTE.

In order to give the salute properly when you are without arms, first assume the position of a soldier (as described in a preceding lesson), or if you are walking carry yourself at attention. Look the officer you are to salute straight in the eye. When he is a few paces away from you "raise the right hand smartly till the tip of the forefinger touches the lower part of the head dress or forehead above the right eye, thumb and fingers extended and joined, palm to the left, forearm inclined at about 45°, hand and wrist straight. Continue to look the officer you are saluting straight in the eye and keep your hand in the position of salute until the officer acknowledges the salute or until he has passed. Then drop the hand smartly to the side. The salute is given with the right hand only." (Manual for

Noncommissioned Officers and Privates, sec. 6.) It will be well for you to practice this movement before the looking-glass and be prepared to execute it properly as soon as you get into uniform. It is one of the things that will help to mark you in the early days in camp as possessing the bearing of a good soldier. When you get an opportunity, watch closely to see how Regular Army men salute. Note that your hat should be on straight, coat completely buttoned up, and hands out of the pockets.

You will learn the rifle salute after you have reached the training camp. In general, it is used whenever you are carrying a rifle, except when on guard duty, in which case you ordinarily present arms instead of saluting.

The exact conditions under which the salutes are given need not be repeated in detail here. It is enough for the present to learn you are to salute all commissioned officers (not merely those of your own company or regiment or those with whom you are acquainted), except when you are in a military formation or when you are at drill, work, games, or mess. When in formation you do not salute or come to the position of attention unless an officer speaks to you.

#### OTHER ARMY COURTESIES.

Never forget that it is not only required of you as a duty, but is also your right and privilege, to salute all commissioned officers and to have your courtesy returned. This statement assumes, of course, that you are in good standing as a soldier. A military prisoner is not permitted to salute.

It is the custom of the Army in speaking to an officer to stand at attention and use the word "sir." In all official conversation refer to other soldiers by their titles—for example, "Sergeant Smith" or "Private Brown," not merely "Smith" or "Brown."

When an officer enters a room where there are several enlisted men the word "attention" is given by some one who perceives him, when all rise, uncover, and remain standing at attention until the officer leaves the room or directs otherwise. Enlisted men at meals stop eating and remain seated at attention. (Infantry Drill Regulations, par. 759.)

Salutes are not exchanged among noncommissioned officers and enlisted men. However, this does not mean that you are not to treat them with respect and courtesy. In a general way, show them the same consideration that you would show to men in corresponding positions in civil life.

### LESSON NO. 25.

#### DISCIPLINE AND RESPECT FOR THE COLORS.

All persons in the military service are required to obey strictly and to execute promptly the lawful orders of their superiors. (Army Regulations, par. 1.)

Discipline is not merely an obligation imposed upon you; it is a protection to you. Your superiors, from the commanding general



down, are just as much bound to respect the regulations of the Army as you are; this includes respect for the rights of every soldier.

Military authority will be exercised with firmness, kindness, and justice. While maintaining discipline and the thorough and prompt performance of military duty, all officers, in dealing with enlisted men, will bear in mind the absolute necessity of so treating them as to preserve their self-respect. Officers will keep in as close touch as possible with the men under their command and will strive to build up such relations of confidence and sympathy as will insure the free approach of their men to them for counsel and assistance. This relationship may be gained and maintained without relaxation of the bonds of discipline and with great benefit to the service as a whole. (Army Regulations, pars. 2 and 3.)

#### NECESSARY RULE OF ARMY LIFE.

Discipline is the necessary rule of life in the Army and is not in the least inconsistent with your own pride and self-respect as a citizen and a soldier.

The person whom you obey may be an officer, a noncommissioned officer, or even another private who has been given authority to command you. Whether you like him or not "you must respect his position and authority, and reflect honor and credit on yourself and your profession by yielding to all superiors that complete and unhesitating obedience which is the pleasure as well as the duty of every true soldier." (Manual of Noncommissioned Officers and Privates, p. 2.)

Remember also that there are certain restrictions upon the relations of officers and men which are a necessary part of Army discipline. An officer, even though in private life he may be your warm friend and associate, is expected not to mingle with you or other men in the ranks on terms of familiarity. This is a rule that is often far from agreeable to the officer; but he has no more power to change it than you have. The reason is clear. An officer can not mingle with the men under him on familiar terms without becoming better acquainted and more friendly with some than with others. He immediately lays himself open to the suspicion of favoritism—a suspicion which tends strongly to undermine respect and authority.

Argument has no place in the Army. Even favorable comment on the conduct or orders of superior officers is entirely out of place. The duty of officers and men alike is to obey promptly. However, intelligent suggestions properly made are always welcome.

The discipline of the Army is just and impersonal. You will be treated with fairness. Your rights will be respected. On your part you must respect the rights and authority conferred upon others.

As you advance in the service, you will be required to exact strict obedience from others. If you become a commissioned officer it will be your duty to maintain such relations with the men under you that you can always treat them with absolute and impersonal justice.

#### SALUTING THE COLORS.

The American flag carried by a regiment is known as the "colors." It is the symbol of the Nation and is treated always with the deepest respect. Another flag is carried which is the symbol of the regiment and is known as the "regimental colors." It is protected with a devotion second only to that felt for the national flag itself.

Thousands of brave men in previous wars have given up their lives to save the colors of their country and their regiment from the enemy's hands. As war is now conducted, it is no longer practicable, as a rule, to carry them into battle and fight under their folds. But they remain the chief visible signs of the objects for which every soldier is willing to sacrifice himself. It is no wonder that the colors are prized and guarded with devoted care.

Ordinarily the colors when not in use are kept in the office of the colonel or in front of his tent. During the day when the weather permits they are displayed unfurled. At night and during rainy weather they are "cased," which means that they are furled and protected by an oilcloth covering.

Officers and men passing an uncased color always honor it by saluting. The manner of salute is the same as that previously described. The same rules of respect are observed by men not in formation when the uncased colors are carried by.

The colors are escorted in parades or on the march in campaigns by a color guard, consisting of two sergeants who are the color bearers and two experienced privates selected by the colonel. The regimental color is always on the left of the national color.

#### THE NATIONAL ANTHEM. \*

Similar rules of respect apply whenever the Star-Spangled Banner is played. Officers and enlisted men not in formation stand at attention, facing toward the music (except at "retreat," when they face toward the flag). They salute at the first note of the anthem, retaining the position of salute until the last note.

Every citizen of the United States, whether a civilian or a soldier, should give expression of his loyalty and devotion to his country by showing proper marks of respect for the colors and for the national anthem. When in civilian clothes, wearing a hat or cap, the correct thing to do is to remove it and hold it in the right hand opposite the left shoulder while passing an uncased color or during the playing of the national anthem. If uncovered, stand at attention.

The common habit of rising slowly, standing in a slouching attitude, and sometimes even carrying on conversation, when the national anthem is played, is an indication of gross ignorance or ill breeding. On the other hand, the man who stands silent and at attention is not only showing proper respect and setting an example which will have its effect on others, but is also cultivating in himself the feelings of pride and of patriotism which should belong to every citizen of the country.

It goes without saying that disrespect to the American flag can not be tolerated. If any such instances come to your attention, you should report them at once to the proper authorities in order that they may be dealt with in accordance with the law.

### LESSON NO. 26.

#### SOME NATIONAL TRADITIONS.

This course should include a backward glance over the military history of the United States. It is worth while for the soldier to



recall why and how the men before us fought for American principles and rights. You are representing to-day the same ideals and fighting for many of the same things they fought for in 1776, 1798, 1812, 1846, 1861, and 1898.

In 1776 our forefathers refused any longer to submit to the demands of a tyrannical government and declared themselves independent. The farmers and shopkeepers and mechanics and fishermen who rushed to arms at the beginning of the Revolution did not at first realize they were forming a new Nation. But before long they saw clearly that in order to enjoy liberty they must shake off the rule of the autocratic government which had its seat in London.

#### OUR FIRST WAR.

In their attitude they had the sympathy of a great many Englishmen who were broad enough to see that the American colonists were really fighting for the rights of all free peoples. In the British Parliament Pitt and Burke and other great Englishmen openly defended the American patriots. "If I were an American as I am an Englishman," said one of the great parliamentary leaders, "while a foreign troop remained in my country I would never lay down my arms." It was not the English people who were seeking to suppress liberty in America, but a small body of court politicians—an autocratic government—which misrepresented the people.

The Americans of that day on their part did not hesitate to take up arms for their rights, even though they came into conflict with the seasoned troops of a great power, even though they had to meet invasion and partial conquest of their own country. Nor did they long hesitate to break completely away from the motherland which many of them still loved.

In 1798 we found ourselves in a state of war with the French Government. This is not usually thought of as an American war, since there was no fighting, except for a few encounters on the high seas. There was no declaration of war, and it was all settled within a few months. Yet the fact is that a state of war actually existed. Here again we had no quarrel with the French people, whom we admired and loved for the help they had given us during the Revolution. We were really at war with a little group known as the Directory, who had seized the Government of France and misrepresented its people.

In the War of 1812 with Great Britain the principal question at issue concerned the freedom of American ships and the rights of American sailors on the high seas. For the most part the American Army was poorly trained and equipped and had little success. It redeemed itself, however, at the Battle of New Orleans, where Andrew Jackson led the western militia to a well-earned victory. The British Government tacitly recognized the soundness of the principle for which the Americans fought.

#### THE MEXICAN WAR.

America's next war was with Mexico. The Mexicans had not been very careful of American rights, either in Mexico itself or along the

frontier, and the disagreement as to the ownership of a certain large strip of land along the Rio Grande easily led to hostilities. In the war that followed the armies of Scott and Taylor won victory after victory against overwhelming odds, and eventually Mexico sued for peace. One result of the war was to establish more definitely the right of an American citizen abroad to a reasonable amount of protection and support.

Less than a generation later came the great Civil War. Never was the fighting spirit of the citizen-soldier better shown than in this unhappy and bitter struggle, when Americans were pitted against Americans. Both sides were fighting for principles of government, the North for the principle of union, the South for the principle of the right of States to secede from that Union. To-day, with the war a half century behind them, there are probably few Americans, either North or South, who do not rejoice in their hearts that the principle of union was upheld and that we are able to-day to meet our new foe as a united Nation.

We entered the Spanish War to put an end to misrule in Cuba. Again our quarrel was not with the Spanish people, but with the Government, which was creating conditions in Cuba that we could not endure with self-respect. Admiral Cervera and his men, who had shown themselves brave foes, were received in this country after their defeat and capture as guests rather than as prisoners. Their treatment was striking evidence of our real feeling toward the Spanish people. We fought for the principle that on the American continents governmental tyranny and cruelty must not be permitted to continue, and that principle was established.

#### FIGHTING FOR PRINCIPLES.

The Americans are peculiarly a peace-loving people. They have no taste for warfare and no lust for territory or power. Yet within less than 150 years we have entered six important wars, the last and perhaps the greatest of which is the one just beginning against the German Government. Why has all this warfare been necessary?

The answer is to be found in the simple fact that there are certain American rights and principles that must be upheld if the United States is to remain a free and self-respecting Nation. These rights have never been attacked—and probably never will be attacked—by other free and democratic peoples. But the world is not yet rid of governments in the hands of small groups who betray their own people and drive them forward in ruthless assaults on the freedom and rights of other peoples. It is a government of this type that now menaces all liberty-loving nations throughout the world and savagely attacks American rights.

In all our previous wars against foreign powers the American people have fought for principles, not for wealth or power, just as they are fighting to-day. They have fought against governments, not against peoples, just as they are fighting to-day. They have fought fearlessly and fairly, just as you and the other American soldiers of this war will fight.



**LESSON NO. 27.****THE SPIRIT OF THE SERVICE.**

The spirit that dominated the American Armies at Bunker Hill, New Orleans, Buena Vista, Gettysburg, and Santiago will just as surely dominate the National Army on the battle fields of Europe.

This spirit is a compound. It is made up in part of democratic feeling, in part of respect and love for the Nation, and in part of Americanism.

The United States Army has always been and will always remain a democratic Army. Every man in the Army is made to feel that his brains and his individuality count for something. It is not merely a big, soulless machine that moves with mechanical precision. It is a "team." Each man in the team is presumed to be intelligent and self-reliant.

**DEMOCRACY IN THE ARMY.**

Of course there can be no teamwork without regularity and strict discipline. This is equally true of a football or baseball team. There must also be various ranks and degrees of authority. And sometimes this necessary organization and close regulation creates an impression that the Army is not democratic.

But the fact of the case is that American soldiers accept the reasonable discipline of the Army readily because they have the good sense to realize that these things are necessary. They accept them without losing in the least their real independence as free citizens.

Furthermore, American armies are democratic because the path of promotion is wide open. Any man who has a reasonable amount of ability can practice, can study, can cultivate the qualities of a soldier and a leader, and can work his way up. And this is the real test of a democratic army.

In a special sense the National Army is democratic. A great democracy must always carry on its affairs through chosen representatives. You are doubtless familiar with this principle as it is applied in time of peace. Now it is applied in time of war. Through a process of fair selection the National Army has been picked to represent all parts of the country and all groups of the people. Never has America sent forth an army so truly representative of the Nation.

There are always pessimists in every generation who insist that patriotism is dead or at least decaying. They have not been lacking in recent years. Then comes a crisis such as now confronts us. And always the question of patriotism is answered by a free outpouring of effort, money, and blood on the part of citizens of all types in every section of the country. This is exactly what is now going on—and what will continue to go on with increasing force until the war is brought to a victorious end.

**EVERYBODY MUST HELP.**

Every citizen of the United States now has or will have certain duties to perform, certain sacrifices to make. The burden does not rest wholly upon you and other men who take up arms. It rests in part also upon the men and women who stay behind. For modern

war on a big scale demands that the whole Nation, in a sense, should go to war. The tasks required of some may be harder than the tasks required of others, but all of them are necessary in order to make sure of the result.

Many manufacturers and workers—often women as well as men—must give up their own work and plans in order to produce war supplies. Those who remain where they now are—because they are engaged in some occupation just as necessary in war as in peace, such as farming, mining, running railroads, and the like—must go at their work with redoubled energy and without expecting profits for themselves; it would be a great mistake if everyone were taken away from these necessary lines of effort in order to join the colors as a soldier. All must carry a heavy burden of taxation.

Certain men—among whom you are one—have been or will be chosen as representatives of the Nation to defend our rights and safety on the battlefield. You and your fellow soldiers are selected from the young men of the country who are best fitted for military service.

This process of organizing the whole Nation for war can not, of course, be completed in a day. But it is steadily going on. It will necessarily go on until the end of the war. You will have back of you and supporting you the whole country—all its people and all its wealth. Congress spoke the will of the Nation in the declaration of war: "To bring the conflict to a successful termination all the resources of the country are hereby pledged."

#### THE POST OF HIGHEST HONOR.

The patriotic spirit which moves the whole country will find its highest expression in its soldiers—the men who are assigned to the post of danger and of honor. They will go all the more willingly since they know that behind them the whole Nation is organizing for the national service. Their spirit will be one of patriotic devotion fully as intense as that of American armies in previous wars.

The spirit of democracy and of patriotism is to be found also in the armies of other nations fighting against German aggression. In addition the National Army will have its own spirit of Americanism. It will have American enthusiasm, good humor, fairness even to the enemy, and self-confidence. It will go at its work not half-heartedly but with a vim. If there are temporary setbacks it will accept them and keep on "plugging." These are some of the American traditions that will enter into the spirit of the National Army.

Fighting in that spirit and with the full strength of the country to back it up, the United States Army can not fail to achieve its objects. "Once more we shall make good with our lives and fortunes the great faith to which we were born, and a new glory shall shine in the face of our people."

### LESSON NO. 28.

#### WHY WE FIGHT.

Every American knows the causes of our war with the German Government. Yet this course would be incomplete if it did not contain a brief review of the events that finally forced us into war, when at last there remained "no other means of defending our rights."



The soldier of an autocratic kaiser may fight best when he understands least of the true meaning of the war. To tell him the facts would be to chill his enthusiasm. But the citizen soldier of a democracy is entitled to know for what purposes he enters the struggle. He fights best when he sees most clearly why he fights.

The resolution of Congress declaring a state of war (Apr. 6, 1917) expresses the immediate cause in these few words:

The Imperial German Government has committed repeated acts of war against the Government and the people of the United States of America.

Chief among the acts of war were attacks by German submarines on American ships and on unarmed merchant ships of other nations carrying American passengers. "Vessels of every kind," said the President in his address to Congress on April 2, 1917, "whatever their flag, their character, their cargo, their destination, their errand, have been ruthlessly sent to the bottom without warning and without thought of help or mercy for those on board, the vessels of friendly neutrals along with those of belligerents. Even hospital ships and ships carrying relief to the sorely bereaved and stricken people of Belgium, though the latter were provided with safe conduct through the prescribed areas by the German Government itself and were distinguished by unmistakable marks of identity, have been sunk with the same reckless lack of compassion or of principle \* \* \*. The present German submarine warfare against commerce is a warfare against mankind."

#### GERMAN INSULTS AND AGGRESSIONS.

There were other acts of hostility in addition to the submarine warfare. In his Flag Day address, delivered at Washington on June 14, 1917, the President summed up the events that brought on war, as follows:

It is plain enough how we were forced into the war. The extraordinary insults and aggressions of the Imperial German Government left us no self-respecting choice but to take up arms in defense of our rights as a free people and of our honor as a sovereign Government. The military masters of Germany denied us the right to be neutral. They filled our unsuspecting communities with vicious spies and conspirators and sought to corrupt the opinion of our people in their own behalf. When they found that they could not do that their agents diligently spread sedition amongst us and sought to draw our own citizens from their allegiance—and some of those agents were men connected with the official embassy of the German Government itself here in our Capital. They sought by violence to destroy our industries and arrest our commerce. They tried to incite Mexico to take up arms against us and to draw Japan into a hostile alliance with her—and that not by indirection but by suggestion from the foreign office in Berlin. They impudently denied us the use of the high seas and repeatedly executed their threat that they would send to their death any of our people who ventured to approach the coasts of Europe.

#### OUR LIBERTY AND SAFETY INVOLVED.

Yet even this list of "extraordinary insults and aggressions" does not tell the whole story. Our motives for war go even deeper. Not only our rights and self-respect, but our liberty and safety, are involved. Speaking on July 29, 1917, at the officers' training camp at Madison Barracks, N. Y., the Secretary of State said:

The evil character of the German Government is laid bare before the world. We know now that that Government is inspired with ambitions which menace



human liberty, and that to gain its end it does not hesitate to break faith, to violate the most sacred rights, or to perpetrate intolerable acts of inhumanity. \* \* \* Let us understand once for all that this is no war to establish an abstract principle of right. It is a war in which the future of the United States is at stake.

The record out of which grows our deep conviction that it is necessary at once to put a curb on so powerful and unscrupulous an enemy is set forth in a publication officially issued by the Committee on Public Information, "How the war came to America."

Judging the German Government now in the light of our honest attempt to keep the peace, we could see the great autocracy and read her record through the war. And we found that record damnable. \* \* \* With a fanatical faith in the destiny of German kultur as the system that must rule the world, the Imperial Government's actions have through years of boasting, double-dealing, and deceit tended toward aggression upon the rights of others; and if there still be any doubt as to which nation began this war, there can be no uncertainty as to which one was most prepared, most exultant at the chance, and ready instantly to march upon other nations—even those who had given no offense. The wholesale depredations and hideous atrocities in Belgium and in Serbia were doubtless part and parcel with the Imperial Government's purpose to terrorize small nations into abject submission for generations to come. But in this autocracy has been blind, for its record in those countries and in Poland and in northern France has given not only to the allies but to liberal peoples throughout the world the conviction that this menace to human liberties must be utterly shorn of its power for harm.

For the evil it has effected has ranged far out of Europe—out upon the open seas, where its submarines in defiance of law and the concepts of humanity have blown up neutral vessels and covered the waves with the dead and the dying, men and women and children alike. Its agents have conspired against the peace of neutral nations everywhere, sowing the seeds of dissension, ceaselessly endeavoring by tortuous methods of deceit, of bribery, false promises, and intimidation, to stir up brother nations one against the other, in order that the liberal world might not be able to unite, in order that the autocracy might emerge from the war.

All this we know from our own experience with the Imperial Government. As they have dealt with Europe, so have they dealt with us and with all mankind. And so out of these years the conviction has grown that until the German Nation is divested of such, democracy can not be safe.

#### NOT HOSTILE TO GERMAN PEOPLE.

One thought which you should keep always in mind is the clear distinction between our attitude toward the Imperial German Government and our attitude toward the German people. The President said in his speech of June 14, 1917:

We are not the enemies of the German people and they are not our enemies. They did not originate or desire this hideous war or wish that we should be drawn into it; and we are vaguely conscious that we are fighting their cause, as they will some day see it, as well as our own. They are themselves in the grip of the same sinister power that has now at last stretched its ugly talons out and drawn blood from us.

Every American soldier in this war fights for objects dearer to all of us than life itself—for freedom and democracy, for the safety of our own homes and families, for the honor of our country. You will think often of these objects during your period of training and after you actually enter the trenches. The more you think about them, the greater will be your pride that you are one of those first chosen to defend them.

The world must be made safe for democracy.



**LESSON NO. 29.****WARFARE IN EUROPE.**

In previous sections of this course army life and service have been described without special reference to the changes brought about by the present war. There are important changes, and methods of training and of fighting used in previous wars must, of course, be modified accordingly.

The extent of these changes, however, is often exaggerated. At bottom the qualities that make a good soldier or an efficient army remain the same to-day that they were before the war. The changes that affect the individual soldier have to do chiefly with weapons.

But behind every weapon there is a man. If the weapon is to be used effectively, the man must be well trained, disciplined, cool, and brave. He must have spirit, tenacity, and self-reliance. The big problem now, just as in all other wars, is to develop these qualities—and the other soldierly qualities—to their highest extent. The chief difference probably comes in the fact that self-reliance is a bigger factor than in most previous wars. And in American Armies this quality has always been highly valued and well developed.

This brief lesson can not, of course, enter into a discussion of technical questions which belong in the field of military science. It will simply point out a few of the striking features of direct interest to every man who reaches the front.

**CHARACTER OF PRESENT WAR.**

This war differs from previous wars chiefly in the enormous increase in the use of artillery. This is due partly to the immense manufacturing resources of the countries at war, which enables them to produce great numbers of guns and great quantities of ammunition. It is due also to the new methods of directing gunfire from airplanes. It is evident that a gun can not be accurately aimed at an object the exact location of which is unknown. The airplane, however, is able to bring back or signal back this information, so that the artillery may now be used with much greater effect. The size of the guns and the force of the explosive shells fired from them have also been largely increased.

Partly as a result of these improvements in artillery, it has been necessary to develop better methods of protection. The protection of troops consists of digging stronger field entrenchments than have been necessary in previous wars. Here we have the main reason for the so-called "trench warfare," which, during the last three years, has largely taken the place of former methods of moving armies about freely until they came into conflict with each other. Digging trenches and throwing up breastworks for protection against the enemy's fire is, of course, not a new thing in warfare. It is being done in Europe, however, on a much bigger scale than ever before. A complicated network of trenches now protects the men on both sides. The spade has become one of the soldier's best weapons of defense.

In seeking protection against heavy artillery fire a very interesting development has taken place. This is the use of various devices for

concealing field guns and troops from the view of enemy airplanes. Sometimes trees are brought up and planted near the object to be hidden. Sometimes the gun or other object has an awning spread over it which is painted to look from above like grass or earth. For the same reason tents may be painted in greens and yellows.

The chief improvement in methods of defending entrenched troops is the increased use of machine guns. Machine guns must be put out of operation by artillery fire or by rifle fire directed against the gunners before infantry can advance directly against them. There has been also a great increase during the present war in the use of barbed wire in front of the trenches as a means of defense. Similar devices have been used in entrenched positions for many years, but never on so large a scale. Through their use it is now known to be possible to defend the front-line positions with smaller bodies of men than were considered necessary during the earlier years of the war, thus considerably reducing the strain on the individual soldier.

#### DEVELOPMENT OF AIRPLANES.

The chief new instrument of warfare developed during the present war is the airplane. As previously explained, it is used for scouting, directing gunfire, and dropping bombs. The scouting machine is usually equipped with a large camera which takes a series of pictures. When these pictures are developed and compared day by day they give invaluable information as to the exact location of troops, guns, and supplies. The scouting and bombing machines are usually protected by swift fighting machines. Airplanes have also been used at times to descend close to the ground and fire from a machine gun upon bodies of troops.

Another very interesting and promising device is the "tank"—a heavily armored machine so constructed that it can advance under its own power over almost any obstacles, and thus lead an attack on enemy trenches. It is armed with machine guns. Armored motor cars have also been used effectively under some conditions.

In the front line trenches men are often armed not only with rifle and bayonet, but also with bombs which can be thrown by hand or by machine. Some of them are no larger than an ordinary lemon. Many men become extraordinarily expert in throwing these small bombs into enemy trenches. They even become expert in picking up enemy bombs before they explode and throwing them back.

Another weapon of the trenches introduced by the Germans, in spite of international agreements to the contrary, is poisonous gas. This was at first very effective, since no defense against it had been prepared. At the present time, however, each man in or near the front carries a gas mask, which enables him to meet an attack of this kind without serious injury.

#### WONDERFUL STAFF ORGANIZATIONS.

Back of the lines the organization of the staff branches of the service has been enormously extended. Railroads are constructed up to within a short distance of the front. Transport of supplies and ammunition by motor trucks has been organized on a big scale. The



medical departments have also made notable gains in methods of treating wounded men, with the result that a very large percentage recover. Even in the early months of the war it was announced that of the wounded actually treated in French hospitals 54.5 per cent were returned to duty within a short time; 24.5 per cent were sent home to complete their recovery and later returned to duty; 17 per cent at the time of making the report were still in hospitals, with the probability of complete recovery; 1.5 per cent were unfit for further service; 2.5 per cent had died from the effects of their wounds.

There is probably little basis for the idea that the number of casualties in this war is any greater, in proportion to the number of men engaged, than in previous wars. In the French Army during the last six months of 1916 (which included three big offensives) the total losses in killed, wounded, and prisoners are officially reported to have been only 1.28 per cent of the French forces under arms.

One of the striking features of the war is the proof that has been given of courage and devotion to duty on the part of men of all nations. As soldiers we must honor and strive to emulate the heroic bravery of those who are fighting the battle for democracy and freedom. As soldiers we must recognize also the skill and courage of the enemy, even though they are shown in a bad cause. Nothing is gained by belittling the enemy. It is our place rather to see to it that we develop among ourselves a still higher degree of the intelligence, spirit, tenacity, and self-reliance which alone can win victories.

The war in Europe has brought forth changes and improvements, such as those just described, to which the soldiers of the National Army must quickly adjust themselves; but it has not changed in the least the qualities of body, mind, and heart, which in the long run are always the greatest of all factors in warfare.

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## LESSON NO. 30.

### THE SOLDIER IN BATTLE.

The average civilian, no matter how brave he may be, has little desire to go into battle. Even though he knows very well that the chances of his being killed or severely wounded are comparatively small, yet the thought of placing himself in a post of danger face to face with a well-trained and courageous enemy is more or less terrifying to him.

This state of mind is entirely natural. Every man goes through it. The bravest soldiers of the Civil War and of all wars testify to their dread of entering battle; but this is a feeling that can be conquered even by a man who is physically timid. It is related that a veteran soldier was observed by one of his comrades just before the Battle of Seven Oaks to be white and trembling and was reproached with being scared. "Yes," he replied. "If you were one-half as scared as I am, you'd be making a dash for the rear." Ninety per cent of the men now fighting so dauntlessly in Europe have doubtless passed through a similar experience and hold themselves in the path of duty only through mastery of their physical fears.

#### GROWTH OF SELF-CONFIDENCE.

As a man's military training progresses his body becomes stronger and therefore better able to stand strain and intense activity. He grows accustomed to the noise of heavy firing. He gets practice in handling his rifle and his bayonet with skill, so that he becomes confident of his ability to defend himself. He learns how to advance over ground apparently swept by bullets without exposing himself to really effective fire. He grows used to the idea of meeting enemies face to face in battle.

All your training as a soldier will work toward putting you into condition to meet the test of battle when the time comes with true American spirit—with the intelligence and courage that make eventual victory certain.

Private soldiers are not required to study tactical problems. These are solved by the higher officers. But every man should thoroughly understand the following elementary principles of combat:

1. The offensive wins.
2. Battles are won by the individual soldier. It is emphatically "up to" him. Splendid leadership and fine equipment are of avail only when each private does his utmost.
3. Victory depends more on nerve and fighting spirit than on the best weapons and armor in the world.

#### IMPORTANCE OF THE ATTACK.

Defensive action alone never wins victories. The army which succeeds must be ready and anxious to attack. There are many advantages in taking the offensive. The destruction of hostile trenches by heavy bombardment preceding the attack weakens the enemy's spirit and sometimes leads to the surrender of men who are in no condition to withstand assault. The chief advantage, however, is the fact that the attacking side chooses its own time and place to strike, forcing the enemy to readjust his defenses accordingly.

It is always possible in battle for good infantry to "defeat an enemy greatly superior in numbers, but lacking in training, discipline, leadership, and morale." (Infantry Drill Regulations, par. 354.) In another place in the Regulations it is well remarked that "modern war requires but one kind of infantry—good infantry." Remember, too, in this connection another statement in the Regulations, which has been previously quoted, to the effect that discipline "is the distinguishing mark of trained troops."

All these remarks tend toward one conclusion, namely, that the discipline of the army is a big factor in giving men the tenacity which enables them to go into battle with dauntless courage and to win victories. Discipline can accomplish wonders even among men who are naturally lacking in brains and self-reliance. It can accomplish a great deal more, however, among those who possess these natural qualities.

Men who are thoroughly disciplined, and yet within the limits of discipline possess the priceless quality of initiative, make ideal soldiers. They are the men who can always be trusted to pull themselves out of tight places, to carry attacks through until success is won, to hold out against all odds.



**MAKING YOURSELF A REAL SOLDIER.**

Men of this type will be found in the National Army—tens of thousands of them. If you have made up your mind to be one of them, see that you enter into your training with vigor and interest. Make yourself a thorough soldier in the quickest possible time. Learn to obey orders without fear or question. At the same time remember to carry out those orders with true intelligence and self-reliance.

Within the next few months the National Army will be formed into a splendid body of troops filled with a spirit of loyalty and of enthusiasm for our just cause, efficient from top to bottom, in which every man will be fitted and ready to do his duty. Such an Army backed by all the resources of the country—resources of men, of money, and of materials practically without limit—is bound to go forward to victory. There may be temporary reverses and periods of gloom, as in all other wars; but in the end victory must and will be won.

This is the object toward which all your training is to be directed. Put into that training all your own earnestness and energy. Fit yourself to wear with pride and credit the uniform of an American citizen-soldier.

This is the road of honor and of real service to the Nation.





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